

MEMORANDUM

IMFR
Agenda Item 2(M)

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

DATE: April 12, 2011

FROM: R. A. Cuevas, Jr.
County Attorney

SUBJECT: Resolution directing County Mayor
to prepare and submit a written
report analyzing cost savings and
other benefits derived from
consolidation of similar or like
functions and activities under
existing centralized departments

The accompanying resolution was prepared and placed on the agenda at the request of Prime Sponsor Commissioner Lynda Bell.



R. A. Cuevas, Jr.
County Attorney

RAC/cp

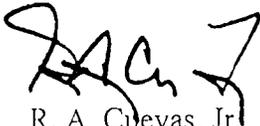


MEMORANDUM

(Revised)

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

DATE: May 3, 2011

FROM: 
R. A. Cuevas, Jr.
County Attorney

SUBJECT: Agenda Item No.

Please note any items checked.

- "3-Day Rule" for committees applicable if raised
- 6 weeks required between first reading and public hearing
- 4 weeks notification to municipal officials required prior to public hearing
- Decreases revenues or increases expenditures without balancing budget
- Budget required
- Statement of fiscal impact required
- Ordinance creating a new board requires detailed County Manager's report for public hearing
- No committee review
- Applicable legislation requires more than a majority vote (i.e., 2/3's ____, 3/5's ____, unanimous ____) to approve
- Current information regarding funding source, index code and available balance, and available capacity (if debt is contemplated) required

Approved _____ Mayor

Agenda Item No.

Veto _____

Override _____

RESOLUTION NO. _____

RESOLUTION DIRECTING COUNTY MAYOR OR COUNTY
MAYOR'S DESIGNEE TO PREPARE AND SUBMIT A
WRITTEN REPORT ANALYZING COST SAVINGS AND
OTHER BENEFITS DERIVED FROM CONSOLIDATION OF
SIMILAR OR LIKE FUNCTIONS AND ACTIVITIES UNDER
EXISTING CENTRALIZED DEPARTMENTS

WHEREAS, in the last few years the County has seen a substantial decline in general fund revenues as a result of a decrease in the collection of ad valorem taxes, fees, state sales taxes and grant proceeds; and

WHEREAS, it is anticipated that there will be another decline in such revenues for Fiscal Year 2011-12; and

WHEREAS, although the County has approved sizable budget cuts and eliminated a significant number of positions in the last few years, the County must continue to find ways to streamline County government without sacrificing the delivery of essential services; and

WHEREAS, the County has centralized many administrative functions and activities within certain County departments, such as Human Resources, Procurement Management, Enterprise Technology Services, General Services Administration, Grant Coordination and Strategic Business Management; and

WHEREAS, despite this consolidated approach of delivery of administrative services, various County departments still have dedicated personnel performing functions and activities that could be handled by the appropriate centralized County department; and

WHEREAS, the County may derive an economic benefit by moving those functions and activities from the various departments where they are still performed to existing centralized County departments; and

WHEREAS, this Board desires to direct the County Mayor or the County Mayor's designee to prepare and submit a written report to the Board regarding the consolidation of such functions and activities,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA, that this Board directs the County Mayor or the County Mayor's designee to prepare and submit a written report to the Board analyzing the cost savings and other benefits that could be derived by moving all similar or like administrative functions and activities from the various departments where they are still performed to the appropriate existing centralized County department, including but not limited to Human Resources, Procurement Management, Enterprise Technology Services, General Services Administration, and Strategic Business Management, and to submit such written report to this Board within thirty (30) days from the effective date of this resolution. The report shall detail with specificity per department: (i) the total number of positions anticipated to be eliminated due to the transfer of functions to existing centralized County departments, with further breakdown to denote administrative positions versus direct service providers; and (ii) the anticipated total cost savings associated with the centralization of functions within existing County departments, with further breakdown to include operating and capital cost savings derived from reduction of necessary office space, communications, administrative support, etc. In addition to the foregoing, the report shall be made available in an electronic format such as an Excel spreadsheet or other similar program.

The Prime Sponsor of the foregoing resolution is Commissioner Lynda Bell. It was offered by Commissioner _____, who moved its adoption. The motion was seconded by Commissioner _____ and upon being put to a vote, the vote was as follows:

Joe A. Martinez, Chairman	
Audrey M. Edmonson, Vice Chairwoman	
Bruno A. Barreiro	Lynda Bell
Jose "Pepe" Diaz	Carlos A. Gimenez
Sally A. Heyman	Barbara J. Jordan
Jean Monestime	Dennis C. Moss
Rebeca Sosa	Sen. Javier D. Souto

The Chairperson thereupon declared the resolution duly passed and adopted this 3rd day of May, 2011. This resolution shall become effective ten (10) days after the date of its adoption unless vetoed by the Mayor, and if vetoed, shall become effective only upon an override by this Board.

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

HARVEY RUVIN, CLERK

By: _____
Deputy Clerk

Approved by County Attorney as
to form and legal sufficiency.

GBK

Geri Bonzon-Keenan