

MEMORANDUM

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Agenda Item No. 2(N)

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**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 that may be derived  
from consolidation of County  
departments or divisions with  
similar or like areas of responsibility

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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 THAT MAY BE DERIVED FROM CONSOLIDATION OF COUNTY DEPARTMENTS OR DIVISIONS WITH SIMILAR OR LIKE AREAS OF RESPONSIBILITY

**WHEREAS**, in light of the substantial decline in County revenues in the last few years and the anticipated additional reduction of general fund revenues as a result of a decrease in the collection of ad valorem taxes, fees, state sales taxes and other non-ad valorem sources, the County must continue to find ways to reduce costs by streamlining County government without sacrificing the delivery of essential services; and

**WHEREAS**, the County currently has at least 40 departments under the supervision of the Mayor; and

**WHEREAS**, some of those departments may have shared or similar functions and areas of responsibility with other departments, including but not limited to Economic Development and International Trade, Americans with Disabilities Act Coordination, Office of Countywide Healthcare Planning, Environmental Resources Management, Film and Entertainment, and Sustainability; and

**WHEREAS**, consolidation or merger of such departments with shared or similar functions and areas may result in the realization of cost savings and operational efficiencies; 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 analyzing the cost savings and any

other benefits that may be derived from the consolidation or merger of departments with shared or similar functions and areas,

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MIAMI-DADE COUNTY, FLORIDA,** that this Board hereby 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 any other benefits that may be derived from the consolidation or merger of departments with shared or similar functions and areas, including but not limited to Economic Development and International Trade, Americans with Disabilities Act Coordination, Office of Countywide Healthcare Planning, Environmental Resources Management, Film and Entertainment, and Sustainability, and to submit such written report to this Board within thirty (30) days from the 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 consolidation or merger of functions, with further breakdown to denote administrative positions versus direct service providers; and (ii) the anticipated total cost savings associated with the consolidation or merger, 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 3<sup>rd</sup> 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

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