# MIAMI-DADE COUNTY
# FINAL OFFICIAL MEETING MINUTES
# Airport and Tourism Committee (ATC)

**Board of County Commissioners**
Stephen P. Clark Government Center
Commission Chambers
111 N.W. First Street
Miami, Florida 33128

August 16, 2007
As Advertised

Harvey Ruvin, Clerk
Board of County Commissioners

Kay Sullivan, Director
Clerk of the Board Division

Scott Rappleye, Commission Reporter
(305) 375-5108

Stephen P. Clark
Government Center
111 N.W. 1st Street
Miami, FL 33128

# FINAL OFFICIAL

## Meeting Minutes

## Airport and Tourism Committee

Jose "Pepe" Diaz (12) Chair; Sally A. Heyman (4) Vice Chair; Commissioners Carlos A. Gimenez (7), Joe A. Martinez (11), Dorrin D. Rolle (2), and Rebeca Sosa (6)

## BUDGET WORKSHOP

**Thursday, August 16, 2007** | **9:30 AM** | **COMMISSION CHAMBERS**

**Members Present:** Jose "Pepe" Diaz, Carlos A. Gimenez, Joe A. Martinez, Rebeca Sosa.

**Members Absent:** Sally A. Heyman, Dorrin Rolle.

**Members Late:** None.

**Members Excused:** None.

**Members Absent County Business:** None.

## 1 MINUTES PREPARED BY:

**Report:** *Scott Rappleye, Commission Reporter, (305) 375-5108*

## 1A INVOCATION

## 1B PLEDGE OF ALLEGIANCE

**Report:** *The Committee convened in a moment of silence, followed by the pledge of allegiance.*

## 1C ROLL CALL

**Report:** *The following staff members were present: Assistant County Managers Susanne Torriente and Ysela Llort; Assistant County Attorneys Cynji Lee and David Murray; and Deputy Clerk Jovel Shaw.*

## 1D CHAIRPERSON REMARKS

1D1

**072353** **Discussion Item**
CHAIRPERSON REMARKS ***Presented***

**Report:** *Chairman Diaz called today's (8/16) Committee Budget Workshop to order at 9:56 a.m. and welcomed everyone to today's budget workshop.*

## 2 REPORTS

2A

**072351** **Report**

DEPARTMENTAL BUDGET PRESENTATIONS ***Report Received***

**Report:** *COMMUNICATIONS DEPARTMENT*
*Chairman Diaz requested an explanation regarding the Mayor's recent changes to the Communications Department and the impact of those changes on the budget.*

*Assistant County Manager Susanne Torriente noted that most of the Communications Department would be part of the Government Information Center (GIC). She specified that the media functions would be part of the Executive Office and the Board of County Commissioners (BCC) Support functions would be part of the BCC budget.*

*Commissioner Sosa requested a more detailed explanation regarding where each function of the Communications Department would be relocated; what costs would be associated with relocating; what savings would be realized; what the impact would be on employees; and what services may be duplicated.*

*Ms. Judy Zito, Director, GIC, explained that the reorganization of the Communications Department involved transitioning the media function to the Executive Office and the BCC Offices. She noted that no changes would be made in the positions that performed the media functions. She explained that the remainder of the Communications Department (Miami-Dade TV, Graphics, Translation, Advertising, Marketing) would be transferred to GIC. Ms. Zito noted the Mayor's proposed budget would impact seven positions (two management, two secretaries, one marketing person, one translator, and one administrative) in the Communications Department. She clarified that direct services were not impacted by this proposal. Ms. Zito explained the rationale to consolidate the Communications Department and GIC was to provide synergy between the departments and she provided several examples.*

*Following discussion regarding the impact of the reorganization of the Communications Department on total positions, Ms. Zito clarified that eight positions were eliminated (one administrative position in GIC and seven positions*

*in the Communications Department); and that other positions were transferred to other departments.*

*In response to Commissioner Gimenez' inquiry regarding the County Manager's Memorandum of Changes to the proposed budget, Assistant County Manager Torriente noted it would be presented at the September Budget Hearings.*

*Commissioner Gimenez asked Assistant County Manager Torriente to notify his office and provide him with a copy of the County Manager's Memorandum regarding proposed changes to the budget recommendations for fiscal year (FY) 2007-08, as soon as possible.*

*Following discussion regarding what would happen to the existing Communications Department Director, Commissioner Sosa asked Assistant County Manager Torriente to provide a report outlining the current versus the future salaries and job descriptions of employees transferred as a result of the Mayor's proposed merger of the Communications Department and to include employee names and salaries in this report.*

*Following further discussion, Chairman Diaz asked that the information requested by Commissioner Sosa be provided to all Committee members and that the County Manager be made aware of this request.*

*Discussion ensued regarding how the County Administration would approach employees displaced through the Communications Department and GIC consolidation.*

*Commissioner Gimenez questioned the job responsibilities of a TV Producer and the justification for five TV Producers.*

*Mr. Donn Patchen, Station Manager, Miami-Dade Television, provided an explanation regarding the responsibilities of the TV Producer position.*

*Following discussion regarding existing vacant positions and the County Administration's plans to fill them, Commissioner Gimenez asked Assistant County Manager Torriente to provide a report regarding the value of the vacant TV Producer, Commission Media Aide, Photographer, and Translator positions. He expressed concern regarding the County Administration revising the information it had provided and the Change*

*Memo. He emphasized the need for the County Administration to apprise the County Commission of changes to the proposed budget as soon as possible.*

*Commissioner Sosa concurred with Commissioner Gimenez regarding the need for the County Administration to provide more information concerning the new Table of Organization for GIC. She stressed the need for the County not to duplicate functions. She suggested the County Commission allocate funds to the BCC, Executive Offices, and GIC for communication needs to minimize the number of directors and senior staff positions. Commissioner Sosa expressed concern regarding the possibility of eliminating the vacant translator position.*

*Commissioner Martinez noted the only way the County Commission could shape the budget was through job classifications. He clarified that the Commission could budget a specific dollar amount for each classification and the County Administration would determine the number of positions in each classification and the individuals in those positions. He expressed concern regarding the effectiveness of the information provided by the Commission Auditor. Commissioner Martinez noted the Commission Auditor needed to track each department's budget for the last couple of years and each job classification's budget within the department; and that the County Commission would prepare a budget from that information. He noted it was the fiduciary responsibility of the Commission to prepare the County's budget.*

*Commissioner Gimenez suggested the Commission focus on functional areas and decide which areas could be eliminated. He noted he liked having employees provide direct services.*

*Chairman Diaz concurred with Commissioners Martinez and Gimenez.*

*Responding to Chairman Diaz's inquiry regarding the need for the County Administration to come before the County Commission to amend the budget when changes were made to the County's organizational structure, Assistant County Attorney David Murray advised that Chairman Diaz was correct, in principle; however, he noted the specific details of the Communications Department change may have provided an exception. He requested he be allowed to analyze*

*the details and report his opinion to Chairman Diaz.*

*Chairman Diaz emphasized the County Commission's fiduciary responsibility and his desire that the County Administration follow the State Statues regarding the budget.*

*In response to Chairman Diaz' questions regarding the County Administration providing the Commission Auditor with requested information, Mr. Charles Anderson, Commission Auditor, noted notwithstanding his best efforts, he had difficulties obtaining information from the County Administration.*

*Commissioner Sosa suggested the County Commission consider the funding allocation for each department in FY 2004-05, FY 2005-06, and FY 2006-07, and select an allocation for each department based on the average of those allocations. She noted the County Administration would work within the allocated amount. She spoke in support of increasing the Office of the Commission Auditor's manpower and influence to obtain information.*

*Responding to Commissioner Sosa's question regarding the possibility of her foregoing suggestion, and of considering the number of positions that were allocated and filled each year and the number of part-time positions per department, Mr. Anderson noted he was in the process of obtaining that information.*

*Following further discussion regarding Commissioner Sosa's suggestion, Commissioner Martinez asked Mr. Anderson to provide him with a copy of his report pertaining to the departmental fiscal year budgets for FY 2004-05 to present.*

*Chairman Diaz asked Mr. Anderson to provide County Commission Chairman Barreiro and each Commission member with a report outlining the concerns raised at today's (8/16) Committee meeting; and with the report Commissioner Martinez requested.*

*Commissioner Martinez asked Mr. Anderson to prepare the same report that he prepared for the Budget and Finance Committee for each department.*

*Chairman Diaz asked Assistant County Manager Ysela Llort, Mr. Anderson, and the Office of*

*Strategic Business Management director to work with Chairman Barreiro's office to ensure that all commissioners were briefed and provided with budget updates on a continual basis throughout this year's budget process.*

*Discussion ensued to clarify the directives that the Committee had given to staff.*

*Commissioner Sosa questioned whether the budget included allocations to pay for services that were not directly related to County Government. She clarified that the State and Federal Governments had removed funding for projects that were not directly related to County Government; and that the County assumed the funding for those projects. She asked that she be apprised of any allocations in the budget that would serve entities that were not part of the County. She clarified that no Aviation Department funds were general funds.*

*Chairman Diaz asked Mr. Anderson to review the Communications Department's budget closely and to clarify the funding and position figures in the budget with a report before the Committee. In addition, he asked Assistant County Attorney Cynji Lee to provide him with a copy of the Florida Statutes or any other legislation governing municipal governments' authority over the budget process and approval of the budget.*

*Commissioner Martinez invited every County Commission member to the Budget and Finance Committee Budget Workshop at 2:00 pm that afternoon (8/16) to discuss how the Commission would approach the budget process and to set some general budget rules.*

*Chairman Diaz spoke in support of extending the hours of operation for the 311 Call Center to 24 hours a day and seven days a week. He asked that the necessary funding be allocated in the budget for consideration.*

*Commissioner Gimenez spoke in opposition to extending the hours of operation for the 311 Call Center to 24 hours a day and seven days a week. He noted that the call center was for non-emergency calls and recommended the hours of operation be reduced to 8am to 6pm.*

*Following Commissioner Martinez's comments that he previously requested a comparison report of the 311 Call Center versus the decrease in 911 calls due to the direct correlation in the decrease*

*of 911 calls, Ms. Zito indicated staff would update the comparison report. She noted Commissioner Gimenez had requested information on the volume of calls and staff could supplement that information with an analysis of 24/7 hours of operation for the 311 Call Center.*

*Commissioner Gimenez asked Assistant County Manager Torriente to provide a report regarding the call volume to 911 for each hour of the day.*

*Following further comments by Commissioner Sosa in support of extending the hours of operations for the 311 Call Center, the Committee proceeded to the next departmental budget presentation.*

*AVIATION DEPARTMENT*
*Chairman Diaz asked Mr. Jose Abreu, Director, Aviation Department, to present the FY 2007-08 proposed budget for the Aviation Department.*

*Mr. Abreu noted the Airline industry had scrutinized the Aviation Department's proposed budget; and that the actions of the Legislature did not impact Aviation Department operations. He emphasized the Aviation Department budget did not include any tax payer dollars. Mr. Abreu provided an overview of the airport system funding derived from revenues generated by the airports from commercial operations, market rents, interest, and payments by airports; he pointed out the number of annual passengers was 40 percent below the 1995 Master Plan Forecast; he noted the high levels of debt service the Aviation Department would pay for capital improvement projects over the next 40 years; he stressed the importance of working efficiently to control charges to the airlines; and he explained the Aviation Department's 5 Point Action Plan to address financial challenges and emphasized the need to provide better customer service.*

*Following comments by Chairman Diaz commending Mr. Abreu for his work at Miami International Airport (MIA), Commissioner Gimenez expressed appreciation to Mr. Abreu for his honesty, transparency, and work. He questioned the progress of the department's efforts to cross train employees.*

*Mr. Abreu noted he was disappointed regarding the progress of cross training employees. He pointed out that the department had contracted with Disney for customer service training.*

*Commissioner Sosa noted the Aviation Department budgeted for 1,860 full-time positions in FY 2003-04, and 1,600 positions were filled; and that the Aviation Department had 1,525 full-time positions to-date in FY 2006-07. She pointed out similar decreases in the number of part-time and temporary employees in the Aviation Department during that same time. Commissioner Sosa commended Mr. Abreu for accomplishing the department plans with fewer personnel and for reducing bureaucracy. She noted she heard positive feedback from the public regarding MIA.*

*Chairman Diaz expressed concern regarding the impact of price changes in the mining industry on County construction projects.*

*Responding to Chairman Diaz's inquiry regarding the impact of price changes in the mining industry on the North Terminal Project and future Aviation Department projects, Mr. Abreu noted the escalating cost of materials and explained the existing contracts allowed for these escalating costs. He pointed out MIA would overcome the price changes and continue to operate by avoiding any future debt.*

*Chairman Diaz asked Assistant County Manager Llort to assist all other committees by providing a full report specifically outlining how the budget reductions would impact on-going projects such as road improvements, joint projects with the Florida Department of Transportation (FDOT), and the loss of jobs for County projects and other projects underway by the Department of Environmental Resources Management (DERM), the Water and Sewer Department and joint infrastructure projects. He also asked for a full report regarding the impact of the changes in the mining industry on the County.*

*Commissioner Sosa asked Assistant County Manager Ysela Llort to provide an explanation on the recent newspaper article featured in the Naples Daily News alleging that DERM did not properly monitor the rock mining project in western Miami-Dade County. In addition, she asked that the explanation include who was present, who made a presentation on behalf of the County, how the information was received and by whom, and what was the basis for Senior United States District Judge William Hoeveler's opinion.*

## ADJOURNMENT

**Report:**

*There being no further business to come before the Committee, the Committee adjourned the Budget Workshop at 11:36 am.*

Jose "Pepe" Diaz, Chair