Board of County Commissioners

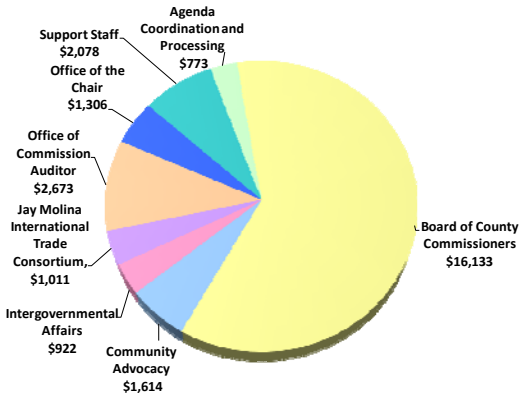
The Miami-Dade County Board of County Commissioners (BCC or the Board) is the legislative and governing body of Miami-Dade County. One County Commissioner is elected from each of Miami-Dade County's 13 districts to serve no more than two consecutive four-year terms. Registered voters from the respective districts choose Commissioners in non-partisan elections. The Commissioners elect a Chairperson and Vice-Chairperson of the Board. The Chairperson of the Board appoints a Chairperson and Vice-Chairperson, and members of all committees. Each Commissioner's salary is set by County Charter at $6,000 per year. District elections are held every four years, with the most recent election of Commissioners from even-numbered districts held in 2018. The election of Commissioners from odd-number districts will be held in August 2020. Commissioners are limited to two four-year terms effective with the 2012 election.

The BCC reviews and adopts comprehensive development land use plans for the County; licenses and regulates taxis, transportation network entities, jitneys, limousines, and rental cars; sets tolls and policy regarding public transportation systems; regulates utilities; adopts and enforces building codes; establishes zoning controls; and establishes policy relating to public health, safety services and facilities, recreational and cultural facilities, housing and social services programs, and other services. Each year, the BCC sets the property tax millage rates and approves the County's budget, which determines the expenditures and revenues necessary to operate all County services and enacts the County's strategic plan. In addition, the Board, through its agenda coordination function, develops and distributes all legislative items. All meetings are public, and the Board can take no action unless a majority of Commissioners currently serving in office are present. The Commission may override a Mayoral veto at its next regularly scheduled meeting by a two-thirds vote of those members present.

The BCC performs policy-making functions and advocates for Miami-Dade County citizens at all levels of government.

FY 2020-21 Proposed Operating Budget

Expenditures by Activity
(dollars in thousands)



Revenues by Source
(dollars in thousands)

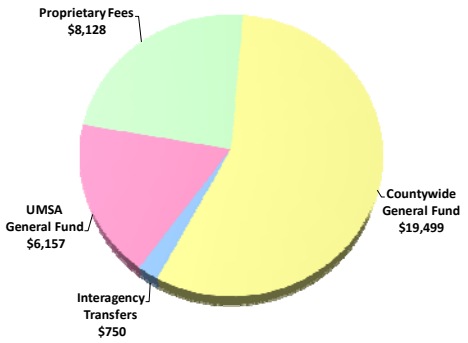


TABLE OF ORGANIZATION

COUNTY COMMISSION

- Comprised of 13 single-member districts that reflect the diversity and unique demographics of one of the nation's largest metropolitan areas
- Establishes regulations, laws and fiscal policies
- Oversees essential public services, including planning and zoning and fiscal administration and ensures citizen participation and interaction at every level of local government
- Develops framework for promulgating legislative and policy priorities to ensure accountability, transparency and efficiency

FY 19-20	FY 20-21
114	114

OFFICE OF COMMUNITY ADVOCACY

- Promotes the expansion and replication of Community Relations Board (CRB) initiatives at the municipal level
- Provides administrative support to the CRB, Asian Affairs Advisory Board, Black Affairs Advisory Board, Hispanic Affairs Advisory Board, the Commission for Women, Domestic Violence Oversight Board, Elder Affairs Advisory Board, Interfaith Advisory Board and the Lesbian, Gay, Bisexual, Transgender (LGBTQ) Advisory Board

FY 19-20	FY 20-21
12	15

SUPPORT STAFF SERVICES

- Provides support staff to the Chairperson and BCC
- Coordinates with Sergeants-at-Arms to maintain decorum at meetings and security for Commissioners

FY 19-20	FY 20-21
16	16

AGENDA COORDINATION

- Prepares County Commission, committee, subcommittee and workshop agendas and coordinates meetings

FY 19-20	FY 20-21
6	6

OFFICE OF INTERGOVERNMENTAL AFFAIRS

- Coordinates the County's intergovernmental relations at the local, state and federal levels

FY 19-20	FY 20-21
6	6

OFFICE OF COMMISSION AUDITOR

- Provides independent budgetary, audit, revenue forecasting and fiscal and performance analysis of Board policies, County services and contracts
- Provides objective and critical analysis of proposed legislation for Board consideration
- Conducts research and policy analysis and assists in formulating and developing legislation

FY 19-20	FY 20-21
23	23

JAY MOLINA INTERNATIONAL TRADE CONSORTIUM (ITC)

- Advocate, promote and support the development of Miami-Dade County as a premiere hemispheric platform for two-way trade
- Organize incoming and outgoing trade missions
- Recommend trade policy
- Administer the Sister Cities Program

FY 19-20	FY 20-21
7	7

OFFICE OF THE CHAIR

- Serves as chief presiding officer of the legislative and governing body of County government
- Establishes Committee System, appoints members to all Commission committees and subcommittees and coordinates Commission and committee calendars
- Provides guidance/leadership to Commission committees on legislative issues of countywide significance
- Oversees the efficient and productive assignment and scheduling of legislation
- Oversees process for appointing members to advisory boards, authorities, trusts and committees
- Presides over all Board of County Commissioners meetings
- Oversees Commission Sergeants-at-Arms, Media and Protocol staffs
- Liaises and coordinates workplan with the Office of Intergovernmental Affairs
- Liaises and coordinates workplan with the Office of Commission Auditor

FY 19-20	FY 20-21
6	6

BCC MEDIA

- Produces Commission e-newsletter
- Produces, coordinates, and schedules radio and TV programs and events
- Prepares media kits and informational/educational materials
- Responds to public records requests for the BCC

FY 19-20	FY 20-21
3	3

PROTOCOL

- Coordinates Commission protocol, dignitary, Consular Corps and intergovernmental visits

FY 19-20	FY 20-21
3	3

* The FY 2020-21 total number of full-time equivalent positions is 203.03; budgeted positions reflect current staffing levels.

ADDITIONAL INFORMATION

- **The FY 2020-21 Proposed Budget includes the transfer of the Domestic Violence Oversight Board from the Homeless Trust to the Office of Community Advocacy (one position, $104,000) funded from Food and Beverage Tax and the addition of two positions to support the Elder Affairs, the Interfaith and the Lesbian, Gay, Bisexual, Transgender, Queer (LGBTQ) advisory boards created during FY 2019-20 (two positions, $167,000)**
- The FY 2020-21 Proposed Budget includes $16.133 million to fund the BCC district offices ($1.241 million for each district) in accordance with the Board-approved satellite office policy; estimated satellite district office space costs are included within each individual BCC Office
- The FY 2020-21 Proposed Budget includes $3.9 million ($300,000 per Commission District) for allocation to community-based organizations for district specific needs
- Through the approval of the budget, the BCC authorizes cost of living adjustments (if approved for other County employees) for the directors/managers (Support Staff Manager, Commission Auditor, Agenda Coordinator, Intergovernmental Affairs Director, Community Advocacy and the Jay Molina International Trade Consortium Executive Directors) of all the divisions that report directly to the BCC as reflected in the Adopted Budget

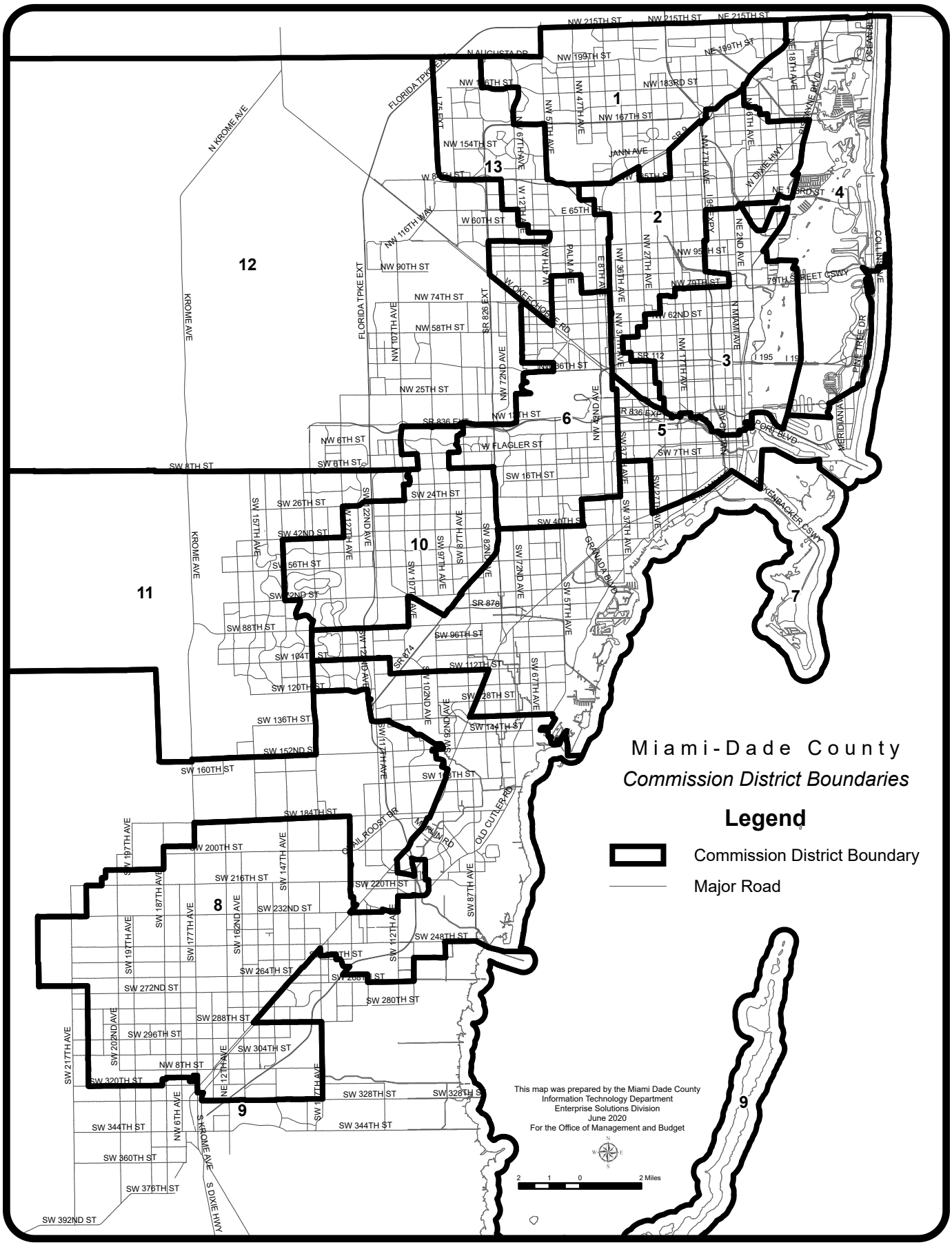
SELECTED ITEM HIGHLIGHTS AND DETAILS

	(dollars in thousands)				
Line Item Highlights	**Actual FY 17-18**	**Actual FY 18-19**	**Budget FY 19-20**	**Projection FY 19-20**	**Proposed FY 20-21**
Advertising	152	92	93	80	94
Fuel	30	30	32	32	32
Overtime	126	158	100	125	100
Rent	425	460	915	446	867
Security Services	3	4	16	5	16
Temporary Services	0	0	0	0	0
Travel and Registration	157	188	120	100	129
Utilities	111	112	187	159	104

OPERATING FINANCIAL SUMMARY

(dollars in thousands)	Actual FY 17-18	Actual FY 18-19	Budget FY 19-20	Proposed FY 20-21
Revenue Summary				
General Fund Countywide	14,750	16,220	19,522	19,499
General Fund UMSA	4,914	5,435	5,860	6,157
Carryover	585	672	7,487	8,024
Food and Beverage Tax	0	0	0	104
Interagency Transfers	550	578	750	750
Total Revenues	20,799	22,905	33,619	34,534
Operating Expenditures Summary				
Salary	12,734	13,447	16,771	17,368
Fringe Benefits	4,867	5,506	6,506	6,587
Court Costs	0	0	0	0
Contractual Services	77	146	166	50
Other Operating	1,396	1,632	1,973	1,885
Charges for County Services	531	1,108	625	544
Grants to Outside Organizations	582	751	0	0
Capital	27	66	91	76
Total Operating Expenditures	20,214	22,656	26,132	26,510
Non-Operating Expenditures Summary				
Transfers	585	230	0	0
Distribution of Funds In Trust	0	0	0	0
Debt Service	0	0	0	0
Depreciation, Amortizations and Depletion	0	0	0	0
Reserve	0	0	7,487	8,024
Total Non-Operating Expenditures	585	230	7,487	8,024

(dollars in thousands) Expenditure By Program	Total Funding Budget FY 19-20	Total Funding Proposed FY 20-21	Total Positions Budget FY 19-20	Total Positions Proposed FY 20-21
Strategic Area: Policy Formulation				
Board of County Commissioners	16,133	16,133	114	114
Office of the Chair	1,299	1,306	12	12
Community Advocacy	1,354	1,614	12	15
Agenda Coordination and Processing	745	773	6	6
Office of Commission Auditor	2,491	2,673	23	23
Intergovernmental Affairs	929	922	6	6
Jay Molina International Trade Consortium	1,064	1,011	7	7
Support Staff	2,117	2,078	16	16
Total Operating Expenditures	26,132	26,510	196	199


Miami-Dade County
Commission District Boundaries
Legend
Commission District Boundary
Major Road
This map was prepared by the Miami Dade County
Information Technology Department
Enterprise Solutions Division
June 2020
For the Office of Management and Budget
2 1 0 2 Miles
1
2
3
4
5
6
7
8
9
10
11
12
13