MEMORANDUM
OFFICE OF CHAIRMAN JEAN MONESTIME
Board of County Commissioners

TO: The Honorable Vice-Chairman Esteban Bovo, Jr.
and Members of the Board of County Commissioners

DATE: January 16, 2015

FROM: The Honorable Chairman Jean Monestime
Miami-Dade Board of County Commissioner
District 2

SUBJECT: County Commission Committee Structure and Appointments

Colleagues, by the power of your vote, and as provided for in the Miami-Dade County Home Rule Charter and the Code of Miami-Dade County, it is my duty and privilege as the Chair of the Miami-Dade County Commission to present the organizational structure and membership appointments for the County Commission committee system.

I have approached this task with the objective of building public confidence in the ability of the Miami-Dade County Commission to provide legislative leadership for our metropolitan region. In order to realize our full potential as a governing body, to set the policy priorities for the government, to provide quality public services, and to be constantly vigilant of the fiscal affair of the county, I am setting forth a committee system that is delineated primarily by the major funding sources.

There are fiscal impacts for every policy decision, and every service provided by the County requires fiscal resources. For the committees to advance policies and recommend service delivery levels to best serve our community, corresponding decisions regarding resource allocations and budget priorities must be made. By remaining vigilant of the budget consequences of our decisions throughout the year, the challenges associated with the annual budget should be fully anticipated.

Therefore, the committee system is structured according to six (6) groups of primary funding sources:

1) Countywide property taxes, fire district property taxes, and fees assessed for services across the county;
2) Unincorporated Municipal Service Area (UMSA) property taxes and fees for UMSA services;
3) Interdepartmental charges and intergovernmental transfers;
4) Fees and charges assessed for use of port facilities;
5) Transit sales surtax and fares; and
6) Jackson Half-Cent Sales Tax, Documentary Stamp Surtax, Food and Beverage Tax, CDBG, HOME and SHIP.

In addition to the six (6) legislative committees corresponding to the funding sources, I am establishing a Chairman's Council for Prosperity Initiatives. The Council will meet quarterly, or more frequently if necessary, to assess the progress we are making as a governing body in advancing policies to improve the quality of life for our citizens. The Council will also seek input from community leaders, policy experts and academics. Policy initiatives formulated by the Council will be submitted for consideration by the legislative committees.

This new funding-structured committee system is designed to facilitate the development of our annual budget. We must always keep in mind the service priorities of our residents and visitors, and properly fund the departments responsible for delivering those services. Administrative creativity and efficiency should become our hallmarks as we restore the national reputation of Miami-Dade County as an innovative metropolitan government. Your comments and concerns regarding this system of committees are always welcome. If changes need to be made from time to time, I will do so to improve our legislative process.

For purposes of efficiency, there are six (6) members assigned to each committee. Each commissioner is assigned to three (3) committees. There will be three (3) days of morning and afternoon committee meetings each month.

As this committee system is not structured to provide direct oversight of county departments, but rather to focus on the services we provide through various funding sources, several departments are referenced as reporting to more than one committee. This occurs due to the multiple sources of funding for certain multi-jurisdictional departments (countywide and UMSA), and also because certain large departments are composed of service divisions supported by a variety of unique funding sources. The administration is encouraged to clearly identify the particular funding sources associated with agenda items to ease the committee referral process.

To assist every committee to meet its responsibilities and to further its agenda, I will work with the Office of the Commission Auditor to have a staff person dedicated to assist each committee chairperson. The dedicated committee staff person will coordinate efforts to provide the committee with relevant policy information and research findings. The committee staff person will work closely with the appropriate subject matter experts from the administration to ensure legislative solutions are practical and feasible. Efforts will be undertaken to provide internship experience to local college students interested in government policy and procedures, in order to supplement research activities requested by the committee.

As our Charter and Code vests significant powers in the committees, it is my intention to ensure the public and the full board enjoys the full benefit of our committee system. Sponsors of agenda items are encouraged to anticipate the legislative timelines and respect our committee process.

Items requested to be waived from committee review shall first be assigned to the appropriate committee of jurisdiction by the Chairman of the Board of County Commissioners. Following committee assignment, the item will be submitted to the Chair of the assigned committee for request of waiver of committee review. If such waiver is granted by the committee Chair, the waiver shall then be submitted to the Chairman of the Board of County Commissioners. If the requested waiver is then approved by the Chairman of the Board of County Commissioners, the item will be placed on the appropriate board agenda.

If the Chair of a committee is unable to review and approve a preliminary committee agenda in compliance with the established deadlines, the Chairman of the Board of County Commissioners will review and approve the committee agenda. For regular meetings, I ask my colleagues to timely submit any "pull list" items before the close of business of the prior day.

The six (6) standing committees for the 2015-2016 calendar years are:

Strategic Planning and Government Operations Committee	Tue. @ 9:30 AM
UMSA Committee	Tue. @ 2:00 PM
Transit and Mobility Services Committee	Wed. @ 9:30 AM
Metropolitan Services Committee	Wed. @ 2:00 PM
Trade and Tourism Committee	Thur. @ 9:30 AM
Economic Prosperity Committee	Thur. @ 2:00 PM

Metropolitan Services Committee

Chair, Commissioner Barbara Jordan

Vice-Chair, Commissioner Sally Heyman

Commissioners Audrey Edmonson, Jose "Pepe" Diaz, Javier Souto, and Juan Zapata

The Metropolitan Services Committee (MSC) will oversee the regional services provided to the residents of Miami-Dade County living in the cities and in the UMSA areas. The MSC will evaluate the equity of the allocation of services throughout the county, address deficiencies in the delivery of services where identified, engage citizens throughout the county to ensure the level of countywide services are adequate and acceptable, and coordinate with municipal officials for the most efficient delivery of countywide services.

Primary Funding Sources: countywide property taxes; fire rescue property taxes; water and sewer fees; and, solid waste disposal fees.

Departments and Affiliated Organizations: Juvenile Services; Corrections and Rehabilitation; Medical Examiner; Animal Services; Miami-Dade Police; Elections; Regulatory and Economic Resources; Water and Sewer; Public Works and Waste Management; Fire Rescue; Parks, Recreation and Open Spaces; and, the Vizcaya Museum and Gardens Trust.

UMSA Committee

Chair, Senator Javier Souto

Vice-Chair, Commissioner Daniella Levine Cava

Commissioners Barbara Jordan, Sally Heyman, Juan Zapata and Esteban Bovo

The Unincorporated Municipal Service Area (UMSA) Committee will oversee the municipal services provided to the residents who live in the unincorporated areas; will develop a plan to address areas of slum and blight; will develop policies governing incorporation and annexation procedures; will evaluate the zoning, permitting and code enforcement services of UMSA; will evaluate the criteria for defining the Urban Development Boundary, utilizing current hydrological models and elevation mapping to supplement historic considerations; will seek state and federal funding of projects for residents of the "City of Unincorporated Miami-Dade County;" will explore designating UMSA property owners as eligible to participate in property assessed clean energy (PACE) programs; will develop policies for a sustainable agriculture industry; and will also oversee the Miami-Dade Public Library System, ensuring the residents of UMSA and the participating cities in the Library District are being properly served.

Primary Funding Sources: the UMSA property taxes; state municipal revenue sharing; franchise fees; UMSA service fees; and the Library taxing district.

Departments (UMSA Services only): Miami-Dade Police; Parks, Recreation and Open Spaces; Public Works and Waste Management; Community Information and Outreach; Regulation and Economic Resources; and the Miami-Dade Public Library System.

Strategic Planning and Government Operations Committee

Chair, Commissioner Juan Zapata

Vice-Chair, Commissioner Rebeca Sosa

Commissioners Daniella Levine Cava, Sally Heyman, Javier Souto, and Esteban Bovo

The Strategic Planning and Intergovernmental Affairs Committee will review and update the county strategic plan; coordinate a comprehensive review of the Miami-Dade Home Rule Charter; review and recommend the legislative priorities to be pursued before the State Legislature, Congress, and the executive agencies of the state and federal governments; monitor and improve the quality and effectiveness of the health benefit programs offered to the county workforce; evaluate and recommend the appropriate information technology strategies to serve the needs of the various departments; evaluate the economics of public-private-partnership engagements; monitor financial rating agency reports; review the comprehensive annual financial reports prior to publication; consider ethics and lobbying reform legislation; monitor federal and state funding support for the various county departments and programs; monitor the fiscal impact of successful county grant applications; monitor intergovernmental policy issues at the federal, state, regional and local levels, including matters involving the School Board and other autonomous governmental bodies; oversee regional cooperation agreements; and consider any and all amendments to county commission operating procedures, administrative and implementing orders.

Primary Funding Sources: interdepartmental transfers, intergovernmental grants, revenue sharing and formula transfers; and, miscellaneous fees and charges.

Departments and Affiliated Agencies: Internal Services Department; Human Resources; Information Technology; Community Information and Outreach; Audit and Management Services; Finance Department; Office of Management and Budget; Regulatory and Economic Resources; Ethics Commission; Inspector General; Office of Intergovernmental Affairs; and the South Florida Regional Planning Council.

Trade and Tourism Committee

Chair, Commissioner Jose "Pepe" Diaz

Vice-Chair, Commissioner Bruno Barreiro

Commissioners Audrey Edmonson, Rebeca Sosa, Xavier Suarez, and Dennis Moss

The Trade and Tourism Committee will oversee passenger and cargo services provided by Miami-Dade County; will review and recommend the rate schedules associated with these enterprise operations; in consultation with private transportation firms, the committee will develop strategic investment plans to facilitate the movement of cargo and people through our region; the committee will oversee the planning and development of facilities at the general aviation airports; will coordinate the implementation of concierge services at MIA for passengers on behalf of interested cruise lines; monitor efforts to increase cargo traffic associated with the deep dredge of the seaport channel; coordinate intergovernmental efforts to improve security and customs processing at MIA; initiate discussions with the U.S. Navy and allied forces to increase utilization of PortMiami as a port of call; and provide support and assistance to the United States military personnel and facilities in Miami-Dade County.

Primary Funding Source: user fees, rates and charges.

Departments and Affiliated Agencies: Aviation; PortMiami; World Trade Center Miami; Consular Corps of Miami; Beacon Council; Greater Miami Visitors and Convention Bureau; Florida Department of Transportation; the Florida East Coast Railway; and the United States Armed Forces.

Transit and Mobility Services Committee

Chair, Commissioner Esteban Bovo

Vice-Chair, Commissioner Dennis Moss

Commissioners Barbara Jordan, Bruno Barreiro, Xavier Suarez, and Jose "Pepe" Diaz

The Transit and Mobility Services Committee will focus on improving workforce mobility, providing cost-effective alternatives to private vehicle ownership and dependency. The committee will invite all major employers to provide input for transit service improvements; will invite colleges and universities to become transit partners to improve student mobility options; will seek greater coordination with municipal circulator services; explore cost-sharing agreements with MDX to subsidize transit parking facilities; will evaluate the feasibility of providing dedicated public transportation services connecting Fort Lauderdale International Airport and Miami International Airport; will evaluate transit services to PortMiami for crews, workers and cruise passengers; will propose roadway safety improvements for pedestrians and cyclists; will coordinate with the GMVCB to promote transit service options for visitors; will develop policies to ensure reliable taxi and limousine services remain available, accessible and viable; and, will evaluate and develop appropriate regulations for alternative transportation services offered through mobility apps.

Primary Funding Sources: transit sales surtax, countywide general fund, fares

Departments and Affiliated Agencies: Miami-Dade Transit; Citizens Independent Transportation Trust; Regulatory and Economic Resources; Public Works and Waste Management; Metropolitan Planning Organization; Miami-Dade Expressway Authority; Florida East Coast Railway; and, All Aboard Florida.

Economic Prosperity Committee

Chair, Commissioner Xavier Suarez

Vice-Chair, Commissioner Audrey Edmonson

Commissioners Bruno Barreiro, Rebeca Sosa, Daniella Levine Cava, and Dennis Moss

The Economic Prosperity Committee will develop policies to address the income inequality gap, community healthcare needs, employment opportunities and the affordable housing challenges of our residents. The Committee will also work with other social service support agencies and the not-for-profit sector to help ensure a coordinated system of services for our citizens. The overall goal of this committee will be to develop prosperity policies and programs that will lift up our residents, increasing their participation in the economic success of our local economy, by improving access to public and private initiatives whose purpose is to promote greater prosperity for all. As international trade is a key economic driver of this community, the Committee will also monitor this activity, tracking foreign investment reports of the Consular Corps of Miami, overseeing the Sister Cities program, and be kept apprised of, and promote, incoming and outgoing trade missions.

Primary Funding Sources: federal CDBG and CSBG funding, SHIP and documentary stamp surtax housing funds, the half cent hospital sales surtax, food and beverage tax proceeds, local business license taxes, federal and state grants, and the general fund.

Departments and Affiliated Agencies: Public Housing and Community Development, Community Action and Human Services, Office of Management and Budget, Regulatory and Economic Resources, Cultural Affairs, Public Health Trust, Miami-Dade Economic Advocacy Trust, Homeless Trust, the Beacon Council and all other economic development related organizations, South Florida Workforce, Greater Miami Chamber of Commerce and all other local chambers of commerce; the Greater Miami Visitors and Convention Bureau; and the International Trade Council.

Chairman's Council for Prosperity Initiatives

Chairman Jean Monestime
Commissioners Barbara Jordan and Daniella Levine Cava

We live in a community that attracts and celebrates global wealth. We are fortunate to be considered a safe haven for investors from around the world. Unfortunately, among the top ten most populated counties in the U.S., the American Community Survey ranks Miami-Dade County as having the highest rating for income inequality. It is entirely unacceptable for our community to be dead last on a statistic that reflects the quality of life for our citizens. To remain an attractive global destination for business and tourism, and to alleviate the misery associated with a life of poverty, we must engage all of our citizens to become active participants in our local economy. We must build wealth across our community, increase employment opportunities, increase homeownership, support entrepreneurship, expand locally-owned businesses and use every avenue possible to reduce the income inequality gap among our permanent population.

I intend to invite national experts and renowned academics to present to the Council possible solutions to consider for our metropolitan region. We will survey other regions to develop an inventory of proven initiatives and tested policies. My desire is to have an ongoing dialogue among the Council in order to craft solutions applicable to Miami-Dade County. These meetings will be less formal than the legislative committees and not require use of the Chambers. After consulting with my colleagues on the Council, a meeting date will be published.