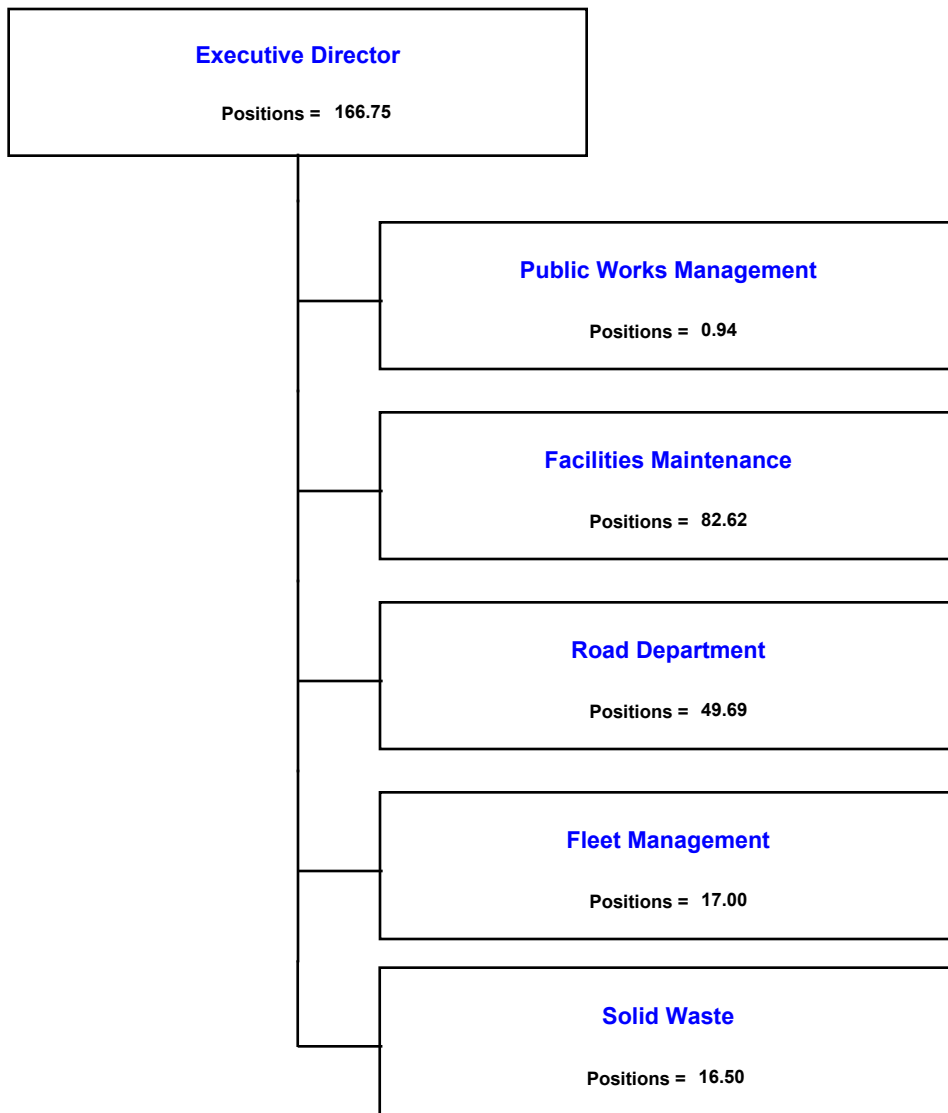


Public Works Business Center



Monroe County Board of County Commissioners
Fiscal Year 2008 Tentatively Adpoted September 12, 2007 Proposed Budget

Public Works Business Center

Business Center Vision

Maintain County infrastructure to best serve the health, safety and welfare of the residents and visitors of Monroe County at the best value.

Mission Statement

To maximize services in the most cost effective manner through teamwork, sufficient staffing and training.

Summary of Services Provided

Assists the County Administrator in implementing the policies and programs of the Board of County Commissioners as they relate to the following Departments or Sections:

- Card Sound Toll Authority
- Detention Facilities
- Facilities Maintenance
- Fleet Management
- Higgs Beach
- Roads & Bridges
- Unincorporated Parks & Beaches

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	8,565,341	10,166,346	9,903,358	0	9,903,358	-262,988
Operating Expenditures	23,902,084	24,706,210	25,892,556	0	25,892,556	1,186,346
Capital Outlay Expenditures	3,642,504	11,021,033	4,660,843	0	4,660,843	-6,360,190
Total Net Operating Budget	36,109,930	45,893,589	40,456,757	0	40,456,757	-5,436,832
Total Budgetary Costs	36,109,930	45,893,589	40,456,757	0	40,456,757	-5,436,832

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
General Fund	6,399,659	7,820,661	6,858,632	-962,029
Law Enforcement, Jail, Judicial	1,599,923	2,021,325	1,854,009	-167,316
Road And Bridge Fund	7,125,233	7,862,581	6,746,915	-1,115,666
Governmental Fund Type Grant	0	400,000	0	-400,000
Impact Fees Fund - Solid Waste	43,345	69,917	14,970	-54,947
Upper Keys Healthcare Taxing District	0	3,778	0	-3,778
Unincorporated Parks & Beaches	1,232,742	1,865,588	1,832,530	-33,058
Mstd - PIng/bldg/code/fire Mar	0	155,424	0	-155,424
Misc Special Revenue Fund	0	10,315	0	-10,315
Environmental Restoration Fund	0	9,083	0	-9,083
One Cent Infra-structure Sales Tax	0	28,446	0	-28,446
Card Sound Bridge	1,318,155	5,930,719	2,718,139	-3,212,580
Marathon Airport - O & M	0	20,566	0	-20,566
Key West Airport - O & M	0	14,738	0	-14,738
Solid Waste Management	15,504,284	16,522,384	17,107,828	585,444
Worker's Compensation	0	7,175	0	-7,175
Risk Management	0	7,175	0	-7,175
Central Services	2,886,590	3,143,714	3,323,734	180,020
Total Revenues	36,109,930	45,893,589	40,456,757	-5,436,832

**Monroe County Board of County Commissioners
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Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Facilities Maintenance	88.47	91.54	82.62	0.00	82.62	-8.92
Fleet Management	16.00	16.00	17.00	0.00	17.00	1.00
Public Works Management	1.46	1.46	0.94	0.00	0.94	-0.52
Road Department	45.67	48.08	49.69	0.00	49.69	1.61
Solid Waste	17.00	17.00	16.50	0.00	16.50	-0.50
Total Full-Time Equivalents (FTE)	168.60	174.08	166.75	0.00	166.75	-7.33
Total Authorized Positions	171.75	174.08	166.75	0.00	166.75	-7.33

Monroe County Board of County Commissioners
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Public Works Management

Mission Statement

To guide and direct Public Works Division with integrity and fiscal responsibility.

Summary of Services Provided

Budgeting, planning, evaluation and review of programs and departments within the Division.

Major Variances

- Operating expenditures have been reduced.
- No capital outlay expenditures are anticipated in the coming year.

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	158,676	181,631	128,834	0	128,834	-52,797
Operating Expenditures	2,893	4,124	3,581	0	3,581	-543
Total Net Operating Budget	<u>161,569</u>	<u>185,755</u>	<u>132,415</u>	<u>0</u>	<u>132,415</u>	<u>-53,340</u>
Total Budgetary Costs	<u>161,569</u>	<u>185,755</u>	<u>132,415</u>	<u>0</u>	<u>132,415</u>	<u>-53,340</u>

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
General Fund	161,569	185,755	132,415	-53,340
Total Revenues	<u>161,569</u>	<u>185,755</u>	<u>132,415</u>	<u>-53,340</u>

Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Administrative Support	0.73	0.73	0.00	0.00	0.00	-0.73
Officials & Administrators	0.73	0.73	0.47	0.00	0.47	-0.26
Professionals	0.00	0.00	0.47	0.00	0.47	0.47
Total Full-Time Equivalentents (FTE)	<u>1.46</u>	<u>1.46</u>	<u>0.94</u>	<u>0.00</u>	<u>0.94</u>	<u>-0.52</u>
Total Authorized Positions	<u>1.46</u>	<u>1.46</u>	<u>0.94</u>	<u>0.00</u>	<u>0.94</u>	<u>-0.52</u>

Monroe County Board of County Commissioners
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Facilities Maintenance

Mission Statement

To maintain all County buildings, grounds, constitutional offices, parks and beaches at the highest level of quality and in the most efficient manner to provide the employees, citizens and visitors with clean, safe an comfortable facilities.

Summary of Services Provided

Maintenance and repair of County buildings and grounds, including Detention Facilities, Higgs Beach and Unincorporated Parks & Beaches.

Advisory Board

- Beach Advisory Board
- Parks & Recreation Board
- Florida Keys Council for People with Disabilities

Major Variances

- Facilities Maintenance - Due to economic increases and new buildings coming on line, Risk Management and utility accounts increased by \$158,185 and \$400,000, respectfully;
- Higgs Beach - No major changes in the coming year;
- Unincorporated Parks & Beaches - includes funding for sod repairs, and for lighting at the Key Largo Park and Key Largo Skate Park;
- Correction Facilities - Includes capital equipment funding to replace various pieces of original kitchen equipment that is beyond economical repair, as well as funds to commence phase 1 exterior painting of the Stock Island Detention Facility;
- New budget for Jacobs Aquatic Center Pool.

Desired Outcome / Performance Measures	Indicator	Units	FY 2006 Actual	FY 2007 Projected	FY 2008 Projected
<i>Provide building and ground maintenance for over 95 buildings, totaling over 550,000 square footage. Strive to provide maintenance in the most efficient manner possible.</i>					
• Capital outlay costs per square foot of buildings maintained.	Efficiency	1	0.00	0.04	0.04
• Overhead cost per square foot of buildings maintained.	Efficiency	1	0.00	3.79	3.79
• Personnel Costs per square foot of buildings maintained.	Efficiency	1	0.00	5.69	5.69
• Contractual costs per square foot of buildings maintained.	Efficiency	1	0.00	0.44	0.44
<i>Provide building and ground maintenance for 20 parks and beaches covering over 100 acres of land. Strive to provide maintenance in the most efficient manner possible.</i>					
• Capital Outlay cost per square footage of parks and beaches maintained.	Efficiency	1	0.00	0.01	0.01
• Contractual costs per square footage of parks and beaches maintained.	Efficiency	1	0.00	0.02	0.02
• Overhead costs per square footage of parks and beaches maintained.	Efficiency	1	0.00	0.09	0.09
• Personnel costs per square foot of parks and beaches maintained.	Efficiency	1	0.00	0.13	0.13
<i>Provide facility and systems preventive and predictive maintenance for facilities occupied by Monroe County Sheriff's Office Personnel.</i>					
<i>Provide for the repair of appropriate defective equipment and/or systems.</i>					
<i>Administer service contracts for life safety, mechanical and electrical systems.</i>					
• Contractual costs per square foot of buildings maintained.	Efficiency	1	0.00	0.54	0.54
• Overhead cost per square foot of buildings maintained.	Efficiency	1	0.00	2.07	2.07
• Personnel Costs per square foot of buildings maintained.	Efficiency	1	0.00	2.29	2.29
• Capital outlay costs per square foot of buildings maintained.	Efficiency	1	0.00	0.32	0.32

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	4,273,193	5,004,558	4,732,965	0	4,732,965	-271,593
Operating Expenditures	4,325,118	5,221,136	5,623,734	0	5,623,734	402,598
Capital Outlay Expenditures	195,294	719,184	56,057	0	56,057	-663,127
Total Net Operating Budget	8,793,604	10,944,878	10,412,756	0	10,412,756	-532,122
Total Budgetary Costs	8,793,604	10,944,878	10,412,756	0	10,412,756	-532,122

Monroe County Board of County Commissioners
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Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
General Fund	5,960,940	7,136,348	6,726,217	-410,131
Law Enforcement, Jail, Judicial	1,599,923	1,990,841	1,854,009	-136,832
Unincorporated Parks & Beaches	1,232,742	1,798,291	1,832,530	34,239
Misc Special Revenue Fund	0	10,315	0	-10,315
Environmental Restoration Fund	0	9,083	0	-9,083
Total Revenues	8,793,604	10,944,878	10,412,756	-532,122

Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Administrative Support	8.12	5.37	7.04	0.00	7.04	1.67
Officials & Administrators	2.00	2.67	2.33	0.00	2.33	-0.34
Other	0.00	2.00	1.00	0.00	1.00	-1.00
Professionals	2.50	3.75	2.50	0.00	2.50	-1.25
Protective Service Workers	4.00	4.00	4.00	0.00	4.00	0.00
Service - Maintenance	32.85	35.75	28.75	0.00	28.75	-7.00
Service Maintenance	9.00	9.00	9.00	0.00	9.00	0.00
Skilled Craft Workers	17.00	16.00	16.00	0.00	16.00	0.00
Technicians	13.00	13.00	12.00	0.00	12.00	-1.00
Total Full-Time Equivalents (FTE)	88.47	91.54	82.62	0.00	82.62	-8.92
Total Authorized Positions	89.62	91.54	82.62	0.00	82.62	-8.92

**Monroe County Board of County Commissioners
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Road Department

Mission Statement

To maintain and improve all county roads and bridges and provide all citizens and visitors of Monroe County with a safe and visually enjoyable right-of-way in which to travel.

Summary of Services Provided

Cleaning and mowing of rights-of-way, street patching, road construction and resurfacing, guardrail maintenance, bridge repair and maintenance, street cleaning, stormwater drainage installation, and signs and markings.

Major Variances

- Roads & Bridges - overall operating expenditures have been decreased;
- Card Sound Toll Authority - reductions due to anticipated completion of the majority of the Card Sound Bridges project

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	2,180,646	2,785,095	2,707,871	0	2,707,871	-77,224
Operating Expenditures	2,965,087	2,164,461	2,238,267	0	2,238,267	73,806
Capital Outlay Expenditures	3,297,654	9,021,661	4,518,916	0	4,518,916	-4,502,745
Total Net Operating Budget	8,443,387	13,971,217	9,465,054	0	9,465,054	-4,506,163
Total Budgetary Costs	8,443,387	13,971,217	9,465,054	0	9,465,054	-4,506,163

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
Road And Bridge Fund	7,125,233	7,663,183	6,746,915	-916,268
Governmental Fund Type Grant	0	400,000	0	-400,000
Card Sound Bridge	1,318,155	5,908,034	2,718,139	-3,189,895
Total Revenues	8,443,387	13,971,217	9,465,054	-4,506,163

Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Administrative Support	13.90	11.90	11.96	0.00	11.96	0.06
Officials & Administrators	1.27	0.93	0.95	0.00	0.95	0.02
Other	0.00	10.00	11.00	0.00	11.00	1.00
Paraprofessionals	1.00	0.00	0.00	0.00	0.00	0.00
Professionals	1.50	1.25	1.78	0.00	1.78	0.53
Protective Service Workers	3.00	3.00	3.00	0.00	3.00	0.00
Service - Maintenance	18.00	9.00	9.00	0.00	9.00	0.00
Service Maintenance	2.00	2.00	2.00	0.00	2.00	0.00
Skilled Craft Workers	5.00	10.00	10.00	0.00	10.00	0.00
Total Full-Time Equivalents (FTE)	45.67	48.08	49.69	0.00	49.69	1.61
Total Authorized Positions	47.67	48.08	49.69	0.00	49.69	1.61

Monroe County Board of County Commissioners
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Fleet Management

Mission Statement

Provide fleet management services in the most effective and efficient means possible.

Summary of Services Provided

- Maintain the fleet of vehicles and equipment in a safe operating condition;
- Perform and document preventative maintenance, safety inspections and repairs to the BOCC's and other government agencies' fleet, which includes small vehicles and trucks, rolling equipment and emergency generators;
- Provide fuel 24 hours a day, 365 days per year;
- Provide emergency generator service;
- Provide related management services, i.e., vehicle acquisition and disposal, parts procurement, etc.

Major Variances

- Capital equipment has been reduced, but due to economic increases and actual costs, Gasoline and Diesel Fuel accounts have been increased

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	940,161	1,112,219	1,197,140	0	1,197,140	84,921
Operating Expenditures	1,923,803	1,969,241	2,120,594	0	2,120,594	151,353
Capital Outlay Expenditures	22,626	901,408	6,000	0	6,000	-895,408
Total Net Operating Budget	2,886,590	3,982,868	3,323,734	0	3,323,734	-659,134
Total Budgetary Costs	2,886,590	3,982,868	3,323,734	0	3,323,734	-659,134

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
General Fund	0	226,371	0	-226,371
Law Enforcement, Jail, Judicial	0	30,484	0	-30,484
Road And Bridge Fund	0	199,398	0	-199,398
Upper Keys Healthcare Taxing District	0	3,778	0	-3,778
Unincorporated Parks & Beaches	0	67,297	0	-67,297
Mstd - PIng/bldg/code/fire Mar	0	155,424	0	-155,424
One Cent Infra-structure Sales Tax	0	28,446	0	-28,446
Card Sound Bridge	0	22,685	0	-22,685
Marathon Airport - O & M	0	20,566	0	-20,566
Key West Airport - O & M	0	14,738	0	-14,738
Solid Waste Management	0	55,617	0	-55,617
Worker's Compensation	0	7,175	0	-7,175
Risk Management	0	7,175	0	-7,175
Central Services	2,886,590	3,143,714	3,323,734	180,020
Total Revenues	2,886,590	3,982,868	3,323,734	-659,134

Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Administrative Support	3.00	2.00	2.00	0.00	2.00	0.00
Officials & Administrators	1.00	1.00	1.00	0.00	1.00	0.00
Service - Maintenance	3.00	2.00	3.00	0.00	3.00	1.00
Service Maintenance	0.00	1.00	1.00	0.00	1.00	0.00
Skilled Craft Workers	6.00	6.00	6.00	0.00	6.00	0.00
Technicians	3.00	4.00	4.00	0.00	4.00	0.00
Total Full-Time Equivalents (FTE)	16.00	16.00	17.00	0.00	17.00	1.00
Total Authorized Positions	16.00	16.00	17.00	0.00	17.00	1.00

Impact Fees Solid Waste

Mission Statement

N/A

Summary of Services Provided

N/A

Advisory Board

None

Major Variances

Budget has been adjusted to reflect available revenue.

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Operating Expenditures	43,345	0	0	0	0	0
Capital Outlay Expenditures	0	69,917	14,970	0	14,970	-54,947
Total Net Operating Budget	43,345	69,917	14,970	0	14,970	-54,947
Total Budgetary Costs	43,345	69,917	14,970	0	14,970	-54,947

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
Impact Fees Fund - Solid Waste	43,345	69,917	14,970	-54,947
Total Revenues	43,345	69,917	14,970	-54,947

**Monroe County Board of County Commissioners
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Solid Waste

Mission Statement

Provide for cost efficient and environmentally proper collection, transportation and disposition of solid waste generated in the County (excluding the municipalities) as defined by various statutes, ordinances, and agreements.

Summary of Services Provided

The Solid Waste Program provides comprehensive, convenient and reliable services/programs, residential and commercial, for the collection and disposal of the different types of waste, including garbage, recyclables, yard waste, white goods, tires, household hazardous waste and litter.

Advisory Board

None

Desired Outcome / Performance Measures	Indicator	Units	FY 2006 Actual	FY 2007 Projected	FY 2008 Projected
Increase the recycling of various commodities contained in the current solid waste stream and process horticultural waste into mulch.					
• Number of solid waste tons recycled	Output	1	0	31,238	0
Maintain cost effective transfer, collection and disposal of solid waste generated in County.					
• Number of solid waste tons transferred.	Output	1	0	90,852	0
• Gallons of sludge transferred.	Output	1	0	3,500,000	0
• Number of commercial tons.	Output	1	0	32,525	0
• Number of residential customers.	Output	1	0	31,982	0
• Number of solid waste tons recycled	Output	1	0	15,000	0

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Personnel Expenditures	1,012,666	1,082,843	1,136,548	0	1,136,548	53,705
Operating Expenditures	14,450,662	15,156,072	15,715,204	0	15,715,204	559,132
Capital Outlay Expenditures	126,930	308,863	64,900	0	64,900	-243,963
Total Net Operating Budget	15,590,258	16,547,778	16,916,652	0	16,916,652	368,874
Total Budgetary Costs	15,590,258	16,547,778	16,916,652	0	16,916,652	368,874

Funding Sources	FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
General Fund	277,150	272,187	0	-272,187
Solid Waste Management	15,313,108	16,275,591	16,916,652	641,061
Total Revenues	15,590,258	16,547,778	16,916,652	368,874

Staffing Summary	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Administrative Support	7.00	6.00	6.00	0.00	6.00	0.00
Officials & Administrators	0.00	0.00	0.25	0.00	0.25	0.25
Other	0.00	1.00	1.00	0.00	1.00	0.00
Professionals	1.00	1.00	1.25	0.00	1.25	0.25
Skilled Craft Workers	3.00	3.00	3.00	0.00	3.00	0.00
Technicians	6.00	6.00	5.00	0.00	5.00	-1.00
Total Full-Time Equivalentents (FTE)	17.00	17.00	16.50	0.00	16.50	-0.50
Total Authorized Positions	17.00	17.00	16.50	0.00	16.50	-0.50

**Monroe County Board of County Commissioners
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Recycling

Budgetary Costs	FY 2006 Actual	FY 2007 Adopted	FY 2008 Continuation	FY 2008 Issues	FY 2008 Proposed	FY 2008 Variance
Operating Expenditures	191,176	191,176	191,176	0	191,176	0
Total Net Operating Budget	191,176	191,176	191,176	0	191,176	0
Total Budgetary Costs	191,176	191,176	191,176	0	191,176	0
			FY 2006 Actual	FY 2007 Adopted	FY 2008 Proposed	FY 2008 Variance
Funding Sources						
Solid Waste Management			191,176	191,176	191,176	0
			191,176	191,176	191,176	0
Total Revenues			191,176	191,176	191,176	0