

## EMPLOYMENT APPLICATION



CITY OF NORTH MIAMI BEACH  
17011 NE 19th Avenue  
North Miami Beach, Florida 33162  
305-948-2918

<http://www.governmentjobs.com/careers/citynmb>

Hutka, Thomas J  
00097 CITY MANAGER

Received: 4/5/21 10:04 AM  
For Official Use Only:  
QUAL: \_\_\_\_\_  
DNO: \_\_\_\_\_  
 Experience  
 Training  
 Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: CITY MANAGER		EXAM ID# : 00097
NAME: (Last, First, Middle) Hutka, Thomas J		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 1300 S Ocean Blvd, # 704, Pompano Beach, Florida 33062		EMAIL ADDRESS: tjhutka@yahoo.com
HOME PHONE: 9545013626	ALTERNATE PHONE: 9545013626	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: FL Number: H320-830-58-007-0	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## PREFERENCES

WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, On Call (as needed)

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

- 1. Have you ever been employed by the City of North Miami Beach?  
No
- 2. If yes, state position, department and dates:
- 3. Are any members of your family or a relative (either by blood or marriage) employed by the City of North Miami Beach?  
No
- 4. If yes, give name, position, and relationship:
- 5. Have you ever been fired or asked to resign by an employer?  
No
- 6. If you answered yes, please provide details:
- 7. Please indicate how you learned about this position?  
Internet
- 8. If your name has changed, indicate the name under which the City may verify information supplied on this application.
- 9. Employment with the City of North Miami Beach may require working weekends, shifts and holidays. Are you able to work:  
Full Time, Evenings, Weekends, Holidays
- 10. Specify any days or hours you are NOT able to work:
- 11. What is the earliest date you are available to start?  
With 14 days notice.

APPLICATION CERTIFICATION – READ CAREFULLY BEFORE ACKNOWLEDGING: By signing this document, I certify that all of the information on this entire application, including any attachments, is true and complete to the best of my knowledge. I understand that all information is subject to investigation and that omission, falsification, or misrepresentation is sufficient cause for rejection of this application, removal of my name from any employment list, or termination of employment. I understand that the City of North Miami Beach is a Drug-Free Workplace and that employees are subject to drug testing in accordance with federal, state, and local statutes. I understand that this application is the property of the City of North Miami Beach and information contained herein is public record. I authorize and direct any persons or organizations to release and furnish records and information relevant to determine my fitness and suitability for employment in the aforesaid position. I release the custodian of such records, including the City of North Miami Beach and its employees, from any liability for damages by me, my heirs, family, or associates resulting from any attempts at lawful compliance with this authorization.

Acknowledge

The following terms were accepted by the applicant upon submitting the online application:

By clicking the 'Accept & Submit' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of North Miami Beach and will not be returned. I understand the City of North Miami Beach may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number.

This application was submitted by Thomas J Hutka on 4/5/21 10:04 AM

Signature\_\_\_\_\_

Date\_\_\_\_\_

**THOMAS J. HUTKA**

(954) 501-3626

tjhutka@yahoo.com

1300 South Ocean Blvd. #704, Pompano Beach, FL 33062

**EDUCATION:**

Harvard University, Master Public Administration (land planning, public finance).  
Princeton University, BSE Civil Engineering (structural, water/wastewater).  
Florida State University, Certified Public Manager program.

**EXPERIENCE:**

City Manager: Port Huron, MI

Championed dynamic public-private partnerships to fully re-energize a great, but recently stagnant community, honored with All America City award. Implemented "Downtown Action Plan" to rebuild streetscapes, attract new investment, and reduce downtown vacancy from 40% to 8%. Greenhouse gas emissions reduced through active energy conversions and wastewater treatment process improvements. Completed — with minimal neighborhood disruption — reconstruction of city's water, sewer, stormwater and street infrastructure (US-EPA's nation-wide excellence award). Enlisted the collaborative efforts of regional governments, corporate sponsors and citizen volunteers as recognized with Municipal League's Greatest Innovations award. Led management team to Thomas Edison Business Award for creating exceptional work environment. 2001 to 2006.

"Hutka Helped Port Huron to Become Better. Hutka is a leader. There is no question Hutka made a difference. He reached out to a variety of community leaders and set a standard of cooperation. The City's progress was substantial enough to win state and national recognition. On Hutka's watch . . . he did much to help the city achieve. That type of leadership is hard to find . . . outstanding city manager."

— Port Huron Times Herald

Director of Public Works: Broward County, FL

Led Capital Projects, Solid Waste & Recycling, Facilities Management, Streets & Bridges, Traffic Engineering, and Water & Wastewater Operations and Finance. Served on Climate Change Task Force, Complete Streets Team, Fort Lauderdale International Airport Expansion Committee, and Convention Center/Hotel Team. Nationally recognized energy reduction program. All projects LEED Gold, including one of AIA's Best Ten Buildings in State. Greatly increased efficiencies and service quality, even while implementing ERP and reducing expenditures. 2009 to 2020.

Director of Municipal Program Management: HNTB Corporation, Indianapolis

Consultant to local governments, managing capital improvement programs and enhancing funding sources. Clients included South Bend, IN (Notre Dame University), Town of Speedway, IN (Indy 500 racetrack), City of Dallas, Hillsborough County, FL and other municipalities. 2006 to 2009.

Deputy County Manager: Osceola County, FL

Directed all elements of growth management: development review, land use planning, public works, capital program, engineering, solid waste, and code enforcement for this high-growth area which includes Walt Disney World. Implemented green initiatives, concurrency planning and smart growth measures for Disney's Town of Celebration and other nationally-recognized sustainable developments. Many first- time initiatives: energy savings, personnel management training, one-stop permitting, land development code, long- term financial planning, capital project cost/schedule controls, management information systems, parks/recreation master plan, and inaugural solid waste collection service. Extensive construction program included major league baseball park renovation, rodeo/fair complex, jail, courthouses, offices, libraries, parks and highways. 1997 to 2001.

Associate County Administrator: Hennepin County (Minneapolis)

Directed IT, purchasing, finance, accounting, investments, budget, facilities and public works programs for one of the county's largest governments. As member of the County's Executive Team,

led one of the nation's most advanced social service and health care systems. Developed County-wide strategic planning initiatives: performance measurement, employee evaluation and total quality management (NACO Excellence Award winners). Implemented comprehensive cost/benefit priority analysis for all capital expenditures-producing \$50 million in cost savings. Maintained one of the few public AAA bond ratings. 1994 to 1996.

Commissioner of Engineering and Construction: City of Cleveland, OH

Led capital re-development improvements, public works maintenance, and development review for America's premier economic renaissance. Successfully completed – on time and on budget – City's largest infrastructure program in support of major league sports facilities, Rock and Roll Hall of Fame, State Aquarium, light rail line, waterfront parks, and neighborhood revitalization. Established City's reputation for professionalism and honesty with local private industry. Nationally recognized successes based on award-winning public/private partnerships, regional government partnerships, large state and federal grants, and innovative privatization. 1992 to 1994.

Bond Rating Specialist: Standard and Poor's, New York, NY

Expert analysis of municipalities' management, budgeting and financial planning. Specialized in operation and management of public water, sewer and solid waste utilities. Experienced with entire range of public finance options. This training has helped increase bond ratings for every agency I led.

**LEADERSHIP POSITIONS:**

Economic Development Alliance of St. Clair County, Executive Board Member.  
Downtown Development Authority of Port Huron, Board Member.  
Blue Water Habitat for Humanity, Jimmy Carter Work Project, Board Chair.  
Port Huron Neighborhood Housing Corporation, Board Member.  
Rotary Club, Board of Directors, President Elect.  
Huron Neighborhood Housing Corporation, Board Member.  
Volunteer of the Year Award, MainStreet Port Huron.

**PUBLICATIONS & PRESENTATIONS:**

"Mechanics of Coastal Sand Erosion," Thesis.

"Local Government Public-Private Partnerships," National Council Public-Private Partnerships Annual Conference.

"How to Improve Your Capital Bond Rating," Training session for State of Colorado employees.

"Rebuilding Infrastructure with Public/Private Partnerships," American Public Works Association International Exposition.

"Cost Requirements of the Safe Water Act for Cities," Credit Week magazine.

"Neighborhood Conservation Policy Alternatives," for Landmarks Commission, City of Boston.

"Marketing Your Downtown for Development Opportunities," International Council of Shopping Centers Conference.

"Fundamentals of Public-Private Partnerships," American Water Works Association Annual Conference.

"Finding Funds for New Construction," American Public Works Association International Exposition.

"Twenty-One Tips for Successful Capital Projects," Public Management magazine, International City/County Management Association.

"Checking for Quality," "Advanced Customer Service Skills," "How to Interview and Hire the Best People," In-house training.

Thomas J. Hutka

1300 S. Ocean Blvd, #704  
Pompano Beach, FL. 33062  
954-501-3626  
[tjhutka@yahoo.co](mailto:tjhutka@yahoo.co)

April 5, 2021

City Commission  
City of North Miami Beach

Dear Mayor DeFillipo and Commissioners,

After seeing your listing on the ICMA website, I am very interested in the position of City Manager. The challenges described fit extremely well with the skills I've built over many years in local government leadership.

I have worked in literally all aspects of community government, and developed a track record of proven management skills based on participatory leadership and professional innovation. Having worked my way up through the ranks, I also have hands-on experience in the day-to-day operations of inclusive, diverse local governments, especially in support of neighborhood redevelopment, stable growth management and sustainable economic investment.

My portfolio of successful management initiatives has relied on fostering excellent working relationships with elected officials, citizens, employees, the news media, private companies and other government agencies. Communication and consensus building are the keys to my implementing many diverse initiatives. Under my watch, complex government operations are run like efficient profitable businesses, but with respect for each individual employee and citizen. In all cases, my results-oriented successes are marked by strict but reasonable financial decisions, operational efficiency, and emphasis on quality customer service for every citizen.

As you can see, I am excited about the opportunity to work for you and the citizens of North Miami Beach. I look forward to hearing from you.

Sincerely yours,



Thomas J. Hutka

Thomas J. Hutka  
Professional References

Rita Durocher  
Assistant to the Director  
Public Works Department  
Broward County  
(954) 214-1926  
PRDurocher@yahoo.com

Dan West  
Parks & Recreation Director  
Broward County  
(954) 826-2483  
DkmWest@yahoo.com

Henry Sniezek  
Growth Management & Environmental Protection Director  
Broward County  
(954) 683-5854  
HSniezek@comcast.net

Steve Hammond  
Assistant Director  
Public Works Department  
Broward County  
(954) 942-4585  
SHammond3@me.com

Mark Darmanin  
Director of Water & Wastewater Operations  
Broward County  
(954) 914-4575  
MarkD747@hotmail.com

Ronald Thomas  
Director of Water & Wastewater Finance  
Broward County  
(954) 831-0710  
RThomas@Broward.org

## EMPLOYMENT APPLICATION



CITY OF NORTH MIAMI BEACH  
 17011 NE 19th Avenue  
 North Miami Beach, Florida 33162  
 305-948-2918

<http://www.governmentjobs.com/careers/citymb>

McHugh, Horace  
 00097 CITY MANAGER

Received: 3/26/21 3:04 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: CITY MANAGER	EXAM ID# : 00097
NAME: (Last, First, Middle) McHugh, Horace	SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 9351 NW 35th Place, Sunrise, Florida 33351	EMAIL ADDRESS: Horace.McHugh@gmail.com
NOTIFICATION PREFERENCE: Email	

## PREFERENCES

Nothing Entered For This Section

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

- 1. Have you ever been employed by the City of North Miami Beach?
- 2. If yes, state position, department and dates:
- 3. Are any members of your family or a relative (either by blood or marriage) employed by the City of North Miami Beach?
- 4. If yes, give name, position, and relationship:
- 5. Have you ever been fired or asked to resign by an employer?
- 6. If you answered yes, please provide details:
- 7. Please indicate how you learned about this position?
- 8. If your name has changed, indicate the name under which the City may verify information supplied on this application.
- 9. Employment with the City of North Miami Beach may require working weekends, shifts and holidays. Are you able to work:
- 10. Specify any days or hours you are NOT able to work:
- 11. What is the earliest date you are available to start?

APPLICATION CERTIFICATION – READ CAREFULLY BEFORE ACKNOWLEDGING: By signing this document, I certify that all of the information on this entire application, including any attachments, is true and complete to the best of my knowledge. I understand that all information is subject to investigation and that omission, falsification, or misrepresentation is sufficient cause for rejection of this application, removal of my name from any employment list, or termination of employment. I understand that the City of North Miami Beach is a Drug-Free Workplace and that employees are subject to drug testing in accordance with federal, state, and local statutes. I understand that this application is the property of the City of North Miami Beach and information contained herein is public record. I authorize and direct any persons or organizations to release and furnish records and information relevant to determine my fitness and suitability for employment in the aforesaid position. I release the custodian of such records, including the City of North Miami Beach and its employees, from any liability for damages by me, my heirs, family, or associates resulting from any attempts at lawful compliance with this authorization.

Signature\_\_\_\_\_

Date\_\_\_\_\_



**HORACE A. McHUGH, ICMA-CM**

9351 NW 35th Place  
Sunrise, Florida 33351

[Horace.McHugh@gmail.com](mailto:Horace.McHugh@gmail.com)

Residence: (954) 572-6651  
Cell: (954) 940-1972

March 26<sup>th</sup>, 2021

Mayor & City Commission  
City of North Miami Beach  
17011 NE 19<sup>th</sup> Avenue  
North Miami Beach, Fl. 33162-3111

Re: City Manager Recruitment

Dear Mayor & Commissioners:

Attached is my resume, which I am submitting for consideration for the position of City Manager for the City of North Miami Beach. My vast professional experiences include twenty-nine (29) years of public administration in six (6) South-Florida cities, enhanced by eleven years in the financial industry.

During my twenty-nine (29) years in municipal government serving in six South Florida municipalities, I have gained tremendous experience in providing a variety of municipal services in a cost-effective manner. These were cities with active, diverse and engaged communities in the business, residential and tourist sectors. In these municipalities I have served through economic decline, austere budgets and other challenges that forced me to employ innovative solutions to promote efficient service delivery. These included many instances of growth, expansion and redevelopment. My public service career has involved a high level of communication and active partnership with the business and residential communities, as well as with staff and elected officials.

My executive management responsibilities include practical government operations building a newly incorporated city and the implementation of several key departments, including building a 525 member staff and creating a 225 member police department.

I am also a Credentialed Manager with the International City/County Management Association (ICMA) and have maintained active memberships its local affiliates for more than twenty years, scheduled to serve as president of the statewide association (Florida City County Management Association) in May.

My extensive professional background, training, experience in policy facilitation and day-to-day administration will make me an ideal candidate for this position. I am familiar with the unique challenges and issues facing our City, which will allow me to easily transition into the role of the City Manager.

I welcome the partnership with the City Commission, staff, and the community to serve North Miami Beach and to continue developing and implementing initiatives that promote vibrant businesses and residential communities with enhanced quality of life. I would be honored to be given consideration by the Commission.

Sincerely,



Horace A. McHugh, ICMA-CM

## HORACE A. McHUGH, ICMA-CM

9351 NW 35th Place  
Sunrise, Florida 33351

[Horace.McHugh@gmail.com](mailto:Horace.McHugh@gmail.com)

Residence: (954) 572-6651  
Cell: (954) 940-1972

### CAREER SUMMARY

Twenty-nine (29) years of public administration, achieving practical executive municipal experience, demonstrated strong leadership and management skills. Additionally, possess 11 years of financial managerial experience in a leading banking institution.

### PROFESSIONAL EXPERIENCE

#### **Interim City Manager & Assistant City Manager**

City of North Miami Beach,

**1/2020 to Present**

North Miami Beach, FL.

Population: 42,900; Employees: 365FT/160PT Budget: \$167MM; General Fund: \$65MM  
North Miami Beach is a 5.33 square mile city in southeast Florida. The city is governed by a seven-member council operating under the Council-Manager form of government, with a voter-elected mayor. The services provided includes: police, water, parks & recreation, library and community transit.

- Lead the organization through a transition period that includes: departure of City Manager; transition to an Interim City Attorney; developing Solid Waste operational alternatives; labor negotiations; recruitment of City Manager and key directors; coordinating Covid vaccination opportunities; and other daily operational concerns.
- Supervise and provide strategic direction to the departments of: Building; Economic Development & CRA; and Development Services (Planning, Zoning & Code).
- Provide policy direction to guide the development of a five-year Strategic Financial Action Plan, and revised Incentive Programs in the CRA, designed to enhance redevelopment and growth of tax base within the CRA.
- Oversee the completion of comprehensive plan and zoning code amendments and efforts to modernize the city's zoning codes.
- Oversee efforts to attract new, well-planned, responsible growth and development, and our efforts to administer a streamlined development process that will grow the tax base.
- Manage the City's Strategic Plan and the implementation of the Plan's initiatives.
- Provide executive support in leading the organization through a pandemic; insourcing the water utility operations; census community outreach; and other major operational and policy challenges.

#### **Deputy City Manager**

City of Coral Springs,

**2/2019 to 1/2020**

Coral Springs, Florida

Population: 130,000; Employees: 873FT/200PT Budget: \$298MM; General Fund: \$134MM  
Coral Springs is a 24 square mile master planned community in southeast Florida. The city utilizes the Council-Manager form of government, with a voter-elected mayor and four at-large commissioners. It is a full-service municipality, including: police, fire-rescue, public safety dispatch, utilities, museum, charter school, parks & aquatics services.

- Supervised and provided strategic direction to the departments of: Budget & Strategic Planning; Public Works & Utilities; Building; Economic Development & CRA; Development Services (Planning, Zoning & Code); Communications & Marketing and ensure that departmental activities are aligned with city's strategic goals.
- Merged CRA with Economic Development Department, as a means of providing greater support and efficiencies in both areas and generating cost savings.
- Developed a comprehensive Stormwater Management Plan, obtained \$2.8M in related grants and obtained adoption of a Stormwater Fee to fund the Plan.
- Guided the five-year financial model used to project future actions with millage, rates, expenditures, capital and future planning.
- Provided policy direction to guide the preparation and outreach of the FY20 budget

process, including unanimous adoption by the Commission.

- Provided general policy guidance for development of: early retirement program, employee compensation study; restoration of historical bridge; solid waste contract extension; city hall security hardening; economic development study.

**Chief Administrative Officer (CAO)**

City of Plantation,

**4/2015 to 2/2019**

Plantation, Florida

Population: 92,000; Employees: 800FT/200PT; Budget: \$225MM; General Fund: \$151MM  
Plantation is a 23 square mile urban municipality in southeast Florida. The City offers a full range of municipal services, including: police, fire-rescue, water & sewer, museum & library, golf, tennis, aquatics and equestrian services. The city is governed by a mayor and a five-member council, operating under the "Strong Mayor" form of government.

- Directed the preparation and administration of the City's operating & capital budgets, major policies, long range plans, strategic initiatives, departmental operations, and labor relations, based on general direction from the Mayor and Council.
- Initiated a \$60 million capital bond process, including: community outreach, bond marketing, bond validation, bond ratings, bond sale, project design and construction.
- Facilitated the process of reviewing and updating the City Charter.
- Initiated revision of the land development codes, area studies, safe neighborhood district studies, and concept plans.
- Served as Recovery Director in charge of the \$21 million hurricane debris removal and oversaw the \$18.5 million reimbursement from FEMA.
- Initiated business development, business attraction, relocation incentives, and project development activities.
- Oversaw classification/compensation study for staff and the pay adjustments to achieve salary equity.
- Oversaw executive recruitment, including recruitment of City Attorney and 6 directors.

**Assistant City Manager**

City of Oakland Park,

**11/2008 to 4/2015**

Oakland Park, Florida

Population: 43,000; Employees: 286FT; Budget: \$97.9MM; General Fund: \$43.8MM  
Oakland Park is an inland community in southeast Florida, with a current area of 8 square miles. Its municipal services include: fire-rescue, solid waste, water & sewer, and library services, while contracting with the County Sheriff's Office for police services. The city is governed by a five-member commission operating under the "Council-Manager" form of government.

- Directed the day-to-day activities of city departments, staff and operations, based on general direction from the City Manager.
- Directed the preparation and administration of the City's operating and capital budgets, strategic plan, business plan and annual business plan project initiatives.
- Coordinated effectiveness of Commission/CRA agenda preparation by ensuring items appropriately reflect the incorporation of strategy, policy, budget and operational needs.
- Resolved executive level inquiries by Commissioners and citizens in a timely manner.
- Directed organizational efforts in service delivery, effectiveness and process improvement.
- Provided oversight of labor relations, including four bargaining units, the Civil Service group and contract employees.

Supervised department directors to accomplish the following:

- Realigned costs to coincide with declining revenues, through reorganization, job consolidation, wage freeze, benefit reductions and improved organizational efficiencies.
- Established strong bond rating (AA-) from Fitch and Standard & Poor's rating agencies.
- Developed a \$27MM water-sewer improvement program replacing 80,000 lineal feet of

substandard lines; initiate design, permitting and construction.

- Secured \$27MM financing from sale of municipal bonds to fund capital improvements.
- Developed proposals for pension reform to General Employee's Pension Plan that generated annual savings of \$1.2 million.
- Generated \$1MM annual overtime reduction in the Fire-Rescue dept. while maintaining response times, by implementing nationally-recognized Adaptive Response program.
- Initiated an integrated application process for data & voice network and ITS strategic migration to the "cloud," resulting in \$400,000+ annual operating savings, capital savings, staff reduction and enhanced ITS infrastructure.
- Recommended millage rate below rolled-back rate for each year, despite 18% (\$8.6MM) reduction in property tax revenue over a three-year period.
- Secured national accreditation of the Parks & Leisure Services Department, meeting 143 of the 144 standards of measure.
- Implemented Community Appearance & Neighborhood Compatibility Ordinances and other Proud Oakland Park "POP" initiatives established to improve the community's aesthetic look and quality of life concerns.

**Assistant City Manager**

City of Miami Gardens,

**3/2004 to 11/2008**

Miami Gardens, Florida

Population: 110,000; Employees: 525FT; Budget: \$152MM; General Fund: \$71MM  
The City of Miami Gardens was incorporated in May 2003, as the third largest city in Miami-Dade County, with an area of 22 square miles. The city is governed by a seven-member council operating under the Council-Manager form of government.

- Provided executive support in developing policies, service levels, establishing priorities, negotiating contracts, addressing revenues, financial issues, Council liaison and community interaction, as the city's first Assistant City Manager.
- Established and provided line responsibility for the following departments: Financial Controls; Purchasing; Human Resources & Risk Management; Information & Technology; Fleet & General Services; and Events & Media Relations.
- Member of Executive Team responsible for setting up the financial structure; securing over \$33MM in grant funding; obtaining CDBG designation for the city; adopting the city's first CDMP, Town Center Plan, Park's Master Plan and Strategic Plan; implementing the city's first bond sale; and initiating the startup of a 225+ member police force.
- Recruited the executive staff; developed Personnel Procedures; established health insurance; implemented electronic HR system, claims & liability processing.
- Developed the data network, phone & voicemail network, security alarm & access control, website and audio-visual systems.
- Acquired the \$6.1MM cars, trucks and heavy equipment used by the city and the required replacement schedule, maintenance, servicing and fueling requirements.
- Developed a centralized Purchasing Division, participating in state & co-op contracts, providing business outreach and developing preferences for local vendors.
- Established Accounting & Financial Controls, which included accounts payable, accounts receivable, cash handling and processing of payroll and retirement.
- Developed the Communications, Special Events & Media Relations areas, including: newsletter, special events, festivals, website publication and media relations.
- Managed property acquisition, relocation of City Hall, design and construction of expansion facilities, lease and property maintenance.
- Implemented equipment and connections for setting up a new 24/7 Police Department, including phone & data network, mobile laptops, and other communications devices.
- Implemented \$1MM Voice over Internet Protocol phone system over city facilities.
- Implemented a \$1MM financial software system, necessary to support the general ledger, parcel & permits, payroll, human resource and other systems.
- Produced annual 2-day, \$1MM international jazz festival, attracting 25,000 attendees.

**Assistant to the City Manager**  
City of Fort Lauderdale,

**3/1992 to 3/2004**  
Fort Lauderdale, Florida

Population: 170,000; Employees: 2,500; Budget: \$601MM: General Fund: \$415MM  
The City of Fort Lauderdale is a full-service municipality, a major resort city, a leading vacation and retirement center and the town seat of Broward County. There are 170,000 fulltime residents, but more than 30,000 workers migrate into its downtown daily and the city receives more than three million tourists annually. The city utilizes the Council-Manager form of government, with a voter-elected mayor and four district commissioners. The city provides full service municipal services, including: general aviation, cemeteries, beaches, marine services, community transit, water/wastewater systems, police and advanced fire-rescue services.

*Assistant to the City Manager- Fire-Rescue Department*      **2001 to 2004**

- Acquired daily experience in the administration of the Fire-Rescue Dept. and conducted an overall review of the department's operations (governance, administration, staffing, equipment, facilities, etc.).
- Oversaw the Fire-Rescue department's "accreditation" designation by Commission on Fire Accreditation International (CFAI), by conducting a self-assessment of the department's operations & administration; and implemented core competencies.
- Administered the imposition of the department's annual \$9.9M Fire Assessment fees.
- Initiated & oversaw \$40MM construction & facility improvements to the 13 fire stations.
- Project manager for the \$130MM public safety bond initiative to address capital needs of the Fire-Rescue and Police Departments.
- Developed comprehensive 10-year replacement and funding plan for the Fire-Rescue department's equipment and \$9MM apparatus needs.
- Increased revenues through delinquent EMS Transport billing procedures, EMS Transport fees and Fire Assessment rate adjustments.

*Assistant to the City Manager- Public Services Department*      **1999 to 2001**

- Acquired daily experience in Public Service operations, including: infrastructure repairs; capital planning; facilities expansion; establishing utility rates; water-wastewater treatment; distribution & collection systems; environmental services; engineering and architecture.
- Project manager for comprehensive hazard assessment required by US EPA, to address regulated chemicals used in our utility treatment facilities.
- Project manager for comprehensive analysis of the maintenance and operation of the sewer systems (pump stations, equipment, plants, etc.), as required by US EPA.
- Increased utility billing revenues by 15% by implementing a \$7.5MM replacement program for 60,000 utility meters.
- Developed stabilization plan and managed the \$275,000 redevelopment of a 100-year-old, abandoned, historic, community cemetery.
- Implemented a Community Transit Program, which involved 9 routes and 30,000+ annual riders, to areas of the city underserved by the county's Mass Transit system.

*Assistant to the City Manager - City Manager's Office*      **1992 to 1999**  
& *Administrative Assistant*

- Performed strategic planning, policy formulation, citizen response and administration of interdepartmental projects.
- Worked with labor groups to develop alternative, innovative and cost-effective strategies for service delivery, as a member of cooperative labor-management team.

- Established and operated a Homeless Safe Zone and worked with the County, business and residential communities to establish a regional Homeless Assistance Center.
- Organized public and private sector efforts to implement bus shelters, park & ride services, downtown circulators, week-end shuttles and other Downtown traffic mitigation & received \$1.7MM operating grant to assist in funding.
- Established the Education Advisory Board and continually worked with elected and staff of the School Board to resolve issues of educational concerns to the community.
- Conducted pay equity study for 150 unionized job classes (representing 950 employee positions) as well as employee assessments, position audits and grievance deliberations for personnel in both the management and professional categories.

**Funds Control Clerk, Supervisor & Manager**

Manufacturers Hanover Trust Co.,

**5/1980-8/1991**

New York, NY

Responsibilities:

- Managed the daily department's operations (2,500 transactions, \$6BB, 25 employees), performing International Fund Transfers, Electronic Wire Transfers, Electronic Funds Control, and the daily overnight investments in overseas accounts.

**EDUCATION**

- Senior Executive Orientation (SEO) Program – Leadership Broward Foundation, 2012
- ICMA Senior Executive Institute – Univ. of Virginia's Darden Business School, Va., 2011
- Credentialed Manager – ICMA Credentialing Program, 2003
- MBA - Financial Management, Pace University, New York, NY 1990
- BBA - Corporate Finance, Pace University, New York, NY 1986
- M.H.T. Scholarship Award - Hartwick College, Oneonta, NY 1982

**PROFESSIONAL AFFILIATIONS**

- International City & County Management Association (ICMA)
- Florida City & County Management Association (FCCMA)
- Broward City & County Management Association (BCCMA)
- Miami Dade City & County Management Association (MDCCMA)
- Leadership Broward Foundation, Inc. (LBF) & Leadership Fort Lauderdale (LFL)

**AWARDS/RECOGNITION/CIVIC AFFILIATIONS**

- Florida City & County Management Association – Incoming President; Secretary/Treasurer (2019-2020) & Board Member (2011 to 2015)
- St. George's College Alumni Association – Board Member/Treasurer (2007 to Present)
- Greater Caribbean-American Chamber of Commerce - Board Member/Treasurer (2014-2019)
- Leadership Broward Foundation–President (2007/2008) & Board Member (2000 to 2009)
- Kiwanis Club of Oakland Park (2008 to 2015)
- Community Crusade Against Drugs – Board Member (2005 to 2008)
- Leadership Broward Foundation – President's Special Award (2004)
- Empire Who's Who - Recognized as "Who's Who of Public Service" 2006
- Who's Who Historical Society - Recognized as "Who's Who of Public Service" 2001
- Fort Lauderdale Transportation Management Association - Chair's Award (1998 & 2001)
- Fort Lauderdale Branch NAACP - President's Special Award (1993, 1995 & 1996)
- Youth Leadership Broward – Program Chair/Government & Business Day (2002, 2003)
- Leadership Ft Lauderdale - Program Chair/Government & Law Day (1997, 2000 & 2003)
- MLK Tribute of Broward County - Chair (2000) & Committee Member (1997-1999)
- Broward Partnership for Homeless – Board Member/Resource Development (1997–2003)
- Downtown Fort Lauderdale Transportation Management Association (TMA) - Vice President, Secretary/Treasurer and Board Member (1995 – 2001)

**Reference List for Horace McHugh**

Mayor Diane Bendekovic	Former Plantation Mayor with whom I served in Plantation.	954 980-1137	dbendekovic@gmail.com
Vice Mayor Josh Simmons	City of Coral Springs, Florida	954 871-1314; or 954 344-5911	<a href="mailto:jsimmons@coralsprings.org">jsimmons@coralsprings.org</a>
Mayor Hazelle Rogers	Lauderdale Lakes Mayor and former State Representative, with whom I served on several community-based initiatives.	954 584-3667	<a href="mailto:hazeller@lauderdalelakes.org">hazeller@lauderdalelakes.org</a>
Commissioner Pete Tingom	Former Plantation Council President & Councilmember	954 850-1321	
Mike Goodrum, City Manager/Sugar Land Texas	Former Coral Springs City Manager.	281 330-2395	<a href="mailto:citymgr@sugarlandtx.gov">citymgr@sugarlandtx.gov</a>
Lee Feldman, City Manager/Gainesville	Former ICMA President, former FCCMA President, former Ft. Lauderdale City Manager and consultant.	954 999-2115	<a href="mailto:citymanager@cityofgainesville.org">citymanager@cityofgainesville.org</a>
Harris Hamid, Assistant Director, Seaport Engineering & Facilities	Broward County Port Everglades	305 586-3739	<a href="mailto:hhamid@broward.org">hhamid@broward.org</a>

**Salary History**

	Start	Ending
City of North Miami Beach	1/2020 - \$140,000	
City of Coral Springs	2/2019 - \$190,000	1/2020 - \$195,000
City of Plantation	4/2015 - \$160,000	2/2019 - \$180,000
City of Oakland Park	11/2008 - \$130,000	4/2015 - \$145,000
City of Miami Gardens	3/2004 - \$100,000	11/2008 - \$120,000

## EMPLOYMENT APPLICATION



CITY OF NORTH MIAMI BEACH  
 17011 NE 19th Avenue  
 North Miami Beach, Florida 33162  
 305-948-2918

<http://www.governmentjobs.com/careers/citymb>

Mendez, Ricardo J  
 00097 CITY MANAGER

Received: 3/22/21 3:07 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: CITY MANAGER		EXAM ID# : 00097
NAME: (Last, First, Middle) Mendez, Ricardo J		SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 905 Brickell Bay Drive , Suite 323, Miami, Florida 33131		EMAIL ADDRESS: ricardo00mendez@yahoo.com
HOME PHONE: (305) 924-2534	ALTERNATE PHONE: 3059242534	NOTIFICATION PREFERENCE: Email
DRIVER'S LICENSE: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	DRIVER'S LICENSE: State: FL Number: M532730614280	LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

## PREFERENCES

MINIMUM COMPENSATION: \$0.00 per year
WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular
TYPES OF WORK YOU WILL ACCEPT: Full Time
SHIFTS YOU WILL ACCEPT: Day, Evening, Weekends
OBJECTIVE: Accomplish a professional management operation across departments and deliver projects and programs on time while complying with federal, state, and local regulatory agencies.

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

Nothing Entered For This Section



Agency-Wide Questions

- 1. Have you ever been employed by the City of North Miami Beach?  
No
- 2. If yes, state position, department and dates:  
na
- 3. Are any members of your family or a relative (either by blood or marriage) employed by the City of North Miami Beach?  
No
- 4. If yes, give name, position, and relationship:  
na
- 5. Have you ever been fired or asked to resign by an employer?  
No
- 6. If you answered yes, please provide details:  
na
- 7. Please indicate how you learned about this position?  
GovernmentJobs.com
- 8. If your name has changed, indicate the name under which the City may verify information supplied on this application.
- 9. Employment with the City of North Miami Beach may require working weekends, shifts and holidays. Are you able to work:  
Full Time
- 10. Specify any days or hours you are NOT able to work:
- 11. What is the earliest date you are available to start?  
need at least two weeks

APPLICATION CERTIFICATION – READ CAREFULLY BEFORE ACKNOWLEDGING: By signing this document, I certify that all of the information on this entire application, including any attachments, is true and complete to the best of my knowledge. I understand that all information is subject to investigation and that omission, falsification, or misrepresentation is sufficient cause for rejection of this application, removal of my name from any employment list, or termination of employment. I understand that the City of North Miami Beach is a Drug-Free Workplace and that employees are subject to drug testing in accordance with federal, state, and local statutes. I understand that this application is the property of the City of North Miami Beach and information contained herein is public record. I authorize and direct any persons or organizations to release and furnish records and information relevant to determine my fitness and suitability for employment in the aforesaid position. I release the custodian of such records, including the City of North Miami Beach and its employees, from any liability for damages by me, my heirs, family, or associates resulting from any attempts at lawful compliance with this authorization.

Acknowledge

The following terms were accepted by the applicant upon submitting the online application:

By clicking the 'Accept & Submit' button, I hereby certify that every statement I have made in this application is true and complete to the best of my knowledge. I understand that any false or incomplete answer may be grounds for not employing me or for dismissing me after I begin work. I understand that I will have to produce documentation verifying identity and employment eligibility in the U.S. I understand that I may be required to verify any and all information given on this application. I understand that this completed application is the property of the City of North Miami Beach and will not be returned. I understand the City of North Miami Beach may contact prior employers and other references. I understand that I must notify the Human Resources Division of any changes in my name, address, or phone number.

This application was submitted by Ricardo J Mendez on 3/22/21 3:07 PM

Signature\_\_\_\_\_

Date\_\_\_\_\_

# RICARDO MENDEZ-SALDIVIA, MBA, PE, CGFM, ICMA–CM

---

905 Brickell Bay Dr. Suite 323 Miami, Florida 33131 | (305) 924-2534 | [rjmcivilpe@gmail.com](mailto:rjmcivilpe@gmail.com)

March 22, 2021

City of North Miami Beach, FL  
Human Resources

**Subject: City Manager**

Dear Personnel Officer:

I have attached my resume and references in support of my application for the subject-referenced position. I have over 30 years of professional experience in public and private sectors reorganizing departments, implementing strategic management plans, delivering complex infrastructure programs, implementing financial recovery plans, and helping distressed municipalities while saving local governments significant financial resources. I became a professional City Manager by accomplishing a complete career track in the county and municipal government serving in the capacity of Section Head, Division Manager, Assistant Director, Director of four Departments (Finance, Administration, Program Management and Public Works), Assistant City Administrator, Chief Operating Officer, and Chief Administrative Officer. Therefore, completing the entire protocol to become an ICMA–CM.

I have developed expertise in municipal planning, programming, budget development and control, operations management, accounting, reporting, and auditing. Thus, becoming a Certified Government Financial Manager experienced in every aspect of municipal financial management and proficient with GASB principles, practices, and compliance. As a professional City Administrator, I bring hands-on expertise in community affairs, planning, economic development, operational analysis, labor-management relations, collective bargaining, intergovernmental relations, IT, procurement, risk & bond management, real estate, building, emergency management, public works, and public safety. As a registered professional civil engineer, I would bring expert knowledge in program management, planning, and implementation of capital programs up to \$2 Billion, including facilities and public infrastructure, e.g., transportation, water & sewer systems–treatment plants, and environmental compliance.

As Chief Operating Officer for the City of Harrisburg, PA, I led the City's Financial Recovery Plan with 130 management improvement, cost containment, and revenue-enhancing initiatives across 20 Departments and Bureaus, including public safety. Under my leadership, the City completed the past due 2009, 2010, 2011, and 2012 Comprehensive Annual Financial Reports and three audits within 16 months. After eliminating chronic delays, errors, and omissions, I developed the City's in-house capacity and processes in several departments to assure completion and delivery of future audits, budgets, projects, and programs on time; therefore, winning the GFOA Budget Award for excellence in financial reporting in 2013.

Additionally, following the City Receivers' direction, I developed and implemented strategic management plans for all City Departments and Bureaus. These achievements led to stabilizing the City's financial operations and reorganizing several departments, allowing significant improvements in morale and the overall City administration. Not only were we able to place the City on an economic recovery fast-track and avoid one of the largest municipal bankruptcies in the Country but help the City emerge out of State Receivership within three years as opposed to other cities in PA which have been under Receivership for 20 years. Our successful municipal recovery plan and management improvement model now serve as an example to help other financially distressed municipalities organize and rebuild management operations. Through these efforts, I was able to earn an outstanding performance evaluation from both the Mayor and the City Receiver, a retired US Airforce General, after my first year of service as City Administrator.

During my professional manager career, I ensured adopted policies, directives, resolutions, and ordinances implementation and provided recommendations on agenda issues, management operations, and policy implementation to elected officials. I have had direct oversight responsibility for hiring, firing, development, and performance of Department Directors, Bureau Chiefs, over 1,500 municipal employees, and served as Chief Negotiator with five unions: FOP, IAFF, AFSCME, PBA, and IUPAT. I also led the administration and implementation of numerous government programs and prepared multiple budgets for several Departments and Cities. Moreover, I have served as Chief Financial Officer in charge of assessing Cities' financial conditions, recommending policy alternatives, and implement cost-effective measures to enhance and deliver local government vital and necessary services.

Thanks for your kind consideration, and I look forward to hearing from you soon.

Sincerely,

Ricardo Mendez-Saldivia, MBA, PE, CGFM, ICMA–CM

# RICARDO JOSE MENDEZ, MBA, PE, CGFM, ICMA-CM

905 Brickell Bay Drive # 323 Miami, FL 33131 | (305) 924-2534 | rjmcivilpe@gmail.com

## SUMMARY

Provide innovative leadership helping county and municipal governments improve management operations, achieve financial stability, compliance with regulatory agencies, and increase trust and confidence in the administration. Ability to manage resources under budgetary constraints allowing effective and efficient delivery of vital and necessary services including public safety, utilities, and infrastructure projects. Possess skills in analyzing highly complex issues and providing solutions in fast-paced political environments. Delivered a \$2B Capital Improvement Program on time for the first time in years leading to voters' approval of additional bonds.

I led the implementation of one of the most successful Municipal Financial Recovery Plans in the country with over 130 revenue enhancing and management improvement initiatives in all City Departments and Bureaus; therefore, helping the City avoid further default of financial and contractual obligations and bankruptcy. These accomplishments not only placed the City on a fiscal recovery track but led the City out of State Receivership in less than 3 years. I have 25 years of professional experience and developed expertise in the following areas:

- Strategic Management
- Collective Bargaining & Labor Relations
- Operations Management & Improvement Process
- Organizational Analysis & Development
- Project & Program Management
- Building, Zoning, Permitting & Code Enforcement
- Community Planning & Redevelopment
- Financial Analysis & Budget Development
- Capital Improvements & Bond Programs
- Sustainability & Environmental Management
- Public Safety & Emergency Management
- Conflict Resolution & Team Building
- Stormwater & Utilities Management
- Water/Sewer Plants Operations & Compliance

## RELEVANT LOCAL GOVERNMENT EXPERIENCE

### **CITY OF WEST PALM BEACH, FL, 2020-PRESENT**

*Assistant City Administrator*

Population served: 120,000    Budget: \$800M    Employees: 1,700

Brought on board to oversee the City's daily management operations with direct oversight responsibility for all infrastructure and development. Serve as the City's Assistant Chief Administrative Officer providing leadership and management supervision to multiple departments and bureaus, including sustainability, planning, building, zoning, development services, code enforcement, information technology, utilities, engineering, parking administration, and the support services department. Also, I lead the planning and implementation of the City's multimillion-dollar capital improvement plan. Additionally, I have direct oversight responsibility for management operations, maintenance, rehabilitation, and environmental compliance of the City's water & wastewater treatment plants providing water & sewer services to Palm Beach County and multiple municipalities. Advised the Mayor and City Commission on fiscal policy, financial management, budgetary matters, capital improvements, resource management, improvement process, and compliance with State and Federal regulatory agencies.

Other responsibilities include planning, design, construction, rehabilitation, and modernization of Citywide public infrastructure and facilities, e.g., land development, transportation-roadways, water, sewer, drainage, stormwater, water & wastewater treatment plants, utilities, environmental, parks, and municipal buildings. Also, I am responsible for preparing

and administering budgets, coordination of Board-appointed committees, personnel, community planning, litigation coordination, risk management, purchasing, grants, construction-program management, and projects coordination with local and state regulatory agencies. Supervise all department directors, including professional engineers, registered architects, accountants, senior local government managers, and administrators.

**Among the achievements as Assistant City Administrator for the City of West Palm Beach FL**

- Improved the City's management operations and administration by identifying priorities, stressing accountability, implementing performance measures and establishing a professional management system in every department.
- Addressed underlying chronic issues that had been challenging the City for years while curing audit findings.
- Significant accomplishments made in the City's financial management and reporting compliance, budgeting and revenue, cost containment and reduction while balancing the City's budget amid significant environmental and internal challenges.
- Improved service levels while providing all vital and necessary services to City and County residents, notwithstanding all significant budgetary challenges.

**CITY OF HARRISBURG, PA, 2012-2013**

*Chief Operating Officer and Chief Financial Officer*

Population served: 250,000 Budget: \$170M Employees: 500

Brought on board to implement the City's Financial Recovery Plan, improve management operations, and avoid bankruptcy. I served as the City's Chief Administrative Officer and Chief Financial Officer providing leadership and management supervision to 20 departments and bureaus including public safety. I improved the City's management operations and administration by identifying priorities, stressing accountability, implementing performance measures and establishing professional management systems in every department that addressed underlying chronic issues which had been challenging the City for years. Consequently, under my leadership, significant accomplishments were made in the City's financial management and reporting compliance, budgeting and revenue, cost containment and reduction, tax administration, building and housing, economic development, infrastructure sustainability, stormwater management, public works, capital improvements, facilities and fleet management, public safety, sanitation, IT, and workforce and collective bargaining. Advised Mayor and Council on fiscal policy, financial management, budgetary matters, capital improvements, resource management, improvement process, and compliance with State and Federal regulatory agencies. I also served as the Business Administrator and Chief Negotiator for the City's three labor union contracts, chaired labor-management committee meetings, and heard final step grievances. I had direct oversight responsibility for management operations, maintenance, rehabilitation, and environmental compliance of the City's water & wastewater treatment plants providing utility services to six municipalities within a region of 550,000.

**Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg PA**

- Successfully led City's recovery and operations during times of great turmoil and uncertainty. Arrived after a new City Administration was in the throes of working out a Recovery Plan, a Receiver had been appointed and many City employees left creating a dearth of knowledge. Notwithstanding, I was able to make a difference and work with the City Receiver, Elected Officials, staff, private sector, State and Federal government officials to turn the situation around and implement a comprehensive Financial Recovery Plan, improve management operations in every department, stabilize the City's financial management and avoid one of the largest municipal bankruptcies in the nation
- Placed the City in full compliance with the Securities & Exchange Commission avoiding significant penalties
- Completed four years of past due Comprehensive Annual Financial Reports within 13 months after taking over, allowing the City to complete its 2009, 2010, 2011 and 2012 audits and fast-track the financial recovery process
- Developed the City's in-house capacity and processes to assure the completion and delivery of future audits on time
- Identified and addressed priorities in every department enhancing the City's overall administration
- Led the City's recovery and improvement process providing a clear path to a fiscally solvent future

**Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg, PA Cont.**

- Demonstrated the efficacy of bankruptcy versus implementing a strategic recovery plan
- Allowed public officials to foresee challenges and put a timeline on the City's progress and fiscal recovery
- Avoided bankruptcy's devastating effects on public safety, pensions, and cost to taxpayers
- Made significant early progress in the Financial Recovery Plan implementation helping eliminate the City's debt over time, clarify the stranded debt remaining after City asset transactions were in place, and provided clear options following those transactions in the coming months, not years
- Placed the City on track to eliminate the structural deficit over time allowing a financially stable and efficient future
- Established priorities, identified responsible parties, phases, and set milestones and deadlines to complete 130 initiatives across departments, past due audits, and all City projects and programs eliminating all chronic delays
- Implemented over 50% of the Financial Recovery Plan in 13 months accelerating the City's recovery process
- Improved chart of accounts enabling the City to effectively monitor grants and meet auditing requirements
- Successfully completed every assignment from the City's Receiver including 4 past due Comprehensive Annual Financial Reports, corresponding audits, and development of strategic plans for every Department and Bureau
- Worked cooperatively and collaboratively with City and State officials towards achieving all recovery goals
- Set strategic course of action utilizing planning tract under new State legislation accomplishing a clear path to fiscal solvency and reduction of a structural deficit that had challenged the City for more than 20 years
- Reduced personnel and operating costs while maintaining levels of service combining and sharing City resources
- Identified new revenue sources and restructured City operations reducing structural deficit and balancing the budget
- Streamlined City operations consolidating department functions and implementing outsourcing strategies—sanitation
- Eliminated chronic delays and delivered City budgets on time enhancing trust and confidence in the administration and winning the GFOA Budget Excellence Award in 2013
- Led the City out of distressed status and emerge out of State Receivership in record time
- Improved City communications and established a transparent administration
- Accomplished the greatest management progress, transparency, and openness in the City's recent history
- Earned public recognition and praises for achieving significant early progress and completion of the City's recovery plan from the Financial Recovery Committee, Receiver, Elected Officials, Chamber of Commerce and State Officials
- Negotiated with Federal & State regulatory agencies such as EPA, DOJ and State EPA avoiding significant penalties and accomplishing suitable plans for environmental compliance of the City's water & wastewater treatment plants
- Negotiated City overcharges in the water & sewer rates with six municipalities avoiding costly litigation
- Negotiated CBA with three Unions, FOP, IAFF, and AFSCME and eliminated the long-standing backlog of grievances
- Brokered important agreements with union leaders eliminating costly unfair labor practice claims
- Expanded the fire contingency adding 9 firefighters and reducing the Fire Bureau's overtime
- Worked closely with the business community, State Department of Community & Economic Development, and Business Advisory Council in the implementation of an integrated long-term economic development plan
- Streamlined the City's residential and commercial construction permitting process helping redevelopment plans
- Accelerated demolition of blighted buildings in targeted areas around the City helping economic development
- Enhanced City ordinances allowing faster condemnation of disruptive properties and recovering demolition expenses
- Engaged real estate developers with planning, building & zoning plans attracting multimillion-dollar investments
- Worked hand in hand with private sector developers and community partners to break ground on several projects helping job creation while increasing minority participation
- Oversaw investment of Federal CDBG funds in home construction and community projects enhancing the quality of life, reducing the City's unemployment, and revitalizing neighborhoods
- Boosted parking revenue implementing handheld IT devices and addressing scheduling, supervision, and training
- Enhanced education, accessibility, and enforcement efforts improving the City's recycling
- Increased revenue by developing and monitoring an enforcement process of the City's loan portfolio

**Achievements as Chief Operating Officer & Chief Financial Officer, City of Harrisburg PA. Cont.**

- Empowered law enforcement to improve criminal investigations and decrease homicide rate accomplishing a 90% clearance rate and overall crime decrease with a 47% decline in homicides since 2010 and 13% decline in robbery
- Facilitated implementation of the City's illegal gun reward program netting over 100 handguns
- Increased public access to law enforcement holding weekly public safety briefings and increasing walking patrols
- Improved communications between police and citizens by walking and biking targeted neighborhoods with officers
- Worked with safety council engaging citizens in programs to assist law enforcement and promote crime prevention
- Enabled utilization of modern technology like computerized crime mapping allowing police to aggressively and proactively address areas of concern improving safety and quality of life
- Forged key relationships aiding law enforcement coordination with County District Attorney's Office, Federal Prosecutors, ATF, County Response Team, and Capitol Police
- Able to leverage State Police personnel, equipment, and financial resources for the City's special events
- Facilitated integration of the City's prisoner booking center into the County's booking center saving significant resources while enabling additional police officers for street patrol duties
- Oversaw establishment of four police sub-stations and deployment of mobile police sub-station vehicles
- Oversaw reinstatement of the Police Athletic League program providing safe mentoring to City youth
- Coordinated installation of new surveillance cameras around the City to help reduce crime and illegal dumping
- Made significant improvements to the health and safety of City residents by improving illegal dumping operations and developing an effective pickup schedule resulting in 536 tons of bulk waste
- Oversaw storm inlet and potholes repairs saving the City significant financial resources
- Developed and implemented the City's Capital Improvement Program including all infrastructure and facilities
- Reorganized the City's Engineering operations and implementation of the City's water & sewer and transportation projects including street widening, ADA compliance, decorative crosswalks, streetlights, and sign installations
- Upgraded the City's handling of building & zoning permits, inspections, complaint citations, and condemnations by implementing a strategic plan enhancing site inspection and establishing project control measures
- Managed planning, design, construction, operations, maintenance, and rehabilitation of City facilities improving interior structure, security, ADA compliance, overall maintenance, and installing energy efficient HVAC systems
- Made the highest and best use of City land by partnering with the public and private sector to implement Right-the-Blight initiative and constructing a state-of-the-art City Health Center helping economic development and paving the way for the City to build a newly designed Industrial Manufacturing Park
- Promoted Green Economic Development Plans including implementing the use of alternative fuel in City vehicles (natural gas & electric), green infrastructure, and improving efficient lighting in buildings and streets
- Pioneered enhancement of stormwater quality and purchasing energy in bulk (electricity, natural gas, and fuel) generating significant cost savings, helping to balance the budget and eliminating the structural deficit over time
- Worked with community partners and identified the highest and best use of City-owned vacant lots to create green parcels that absorb storm run-offs and allow portable outdoor fresh markets
- Administered Right-the-Blight initiative calling for the removal of blight through an aggressive demolition plan, enhancing sanitation routing systems, code enforcement, and conducting quarterly bulk cleanups
- Identified and recovered lost revenue by improving discovery, enhancement, and audit services generating over 100 additional business licenses per year and a significant increase in City revenue

**City of Sweetwater, Director, Finance Department, Sweetwater, Florida, 2014-2016**

After implementing the City of Harrisburg Financial Recovery Plan that enabled the City to emerge from State Receivership and avoid filing for bankruptcy, I was select by a newly appointed Mayor with the approval of federal, state, and local law enforcement agencies including State Attorney's Office, FBI, Florida Department of Law Enforcement, and Miami-Dade County Ethics Commission to help the City in distress avoid financial default; State Oversight Board; stiff penalties from creditors and agencies including IRS; renegotiate collective bargaining agreements; ensure compliance with federal, state, local laws, and regulations; serve in the capacity of deputy administrative officer and finance director; organize the City finances; reopen the Finance Department; and prepare the City's budget

within weeks of Charter's deadline, among other critical needs and priorities.

**Achievements as Finance Department Director, City of Sweetwater, FL**

- Reorganized and reopened the finance department earning praises from elected, county, and state officials
- Implemented a successful vendor-repayment plan reopening most of the City accounts which had been closed
- Prepared and delivered the City budget to the Commission after only a few weeks since appointment meeting Charter's deadline
- Negotiated collective bargaining agreements with police (PBA) and employee (IUPAT) unions avoiding costly labor litigation
- Saved the City significant financial resources in contract negotiations with health care providers and vendors
- Developed and implemented a successful financial recovery plan tailored to City needs avoiding default and State Oversight Board
- Obtained approval and earned praises from Governor's financial team and State Auditor General after conducting financial recovery plan oral presentations to Tallahassee Officials
- Completed all pending City audits including federal, state, and local grantor agencies
- Pioneered implementation of new IT systems enhancing productivity, accounting, and reporting while enabling checks and balance
- Realized significant savings negotiating a settlement agreement with the Internal Revenue Service and an achieved compliance
- Saved the City significant financial resources while addressing all grant eligibility compliance issues with State and local officials
- Led section heads, division managers, department directors, and elected officials in budget development and control techniques
- Developed a high-performance financial team capable of safeguarding City assets and completing City budgets/projects on time
- Implemented planning and programming to develop the City's financial goals, objectives, and budget based on critical priorities
- Accomplished continuity of vital and necessary services during the worst cash flow-financial challenge in City's history
- Developed in-house capacity to complete future audits on time earning praises from external auditors, federal, state, local officials
- Eliminated significant bank statement reconciliation backlog developed over the years curing chronic audit findings and delays
- Pioneered implementation of a central accounting system enhancing operations, accounting, and reporting
- Achieved reliability, consistency, and compliance with Generally Accepted Accounting Principles and best practices
- Gathered, analyzed, prepared, and presented critical financial information timely enabling prompt/key decision making
- Eliminated chronic delays and led annual audit process preparing/providing all required information to external auditors timely
- Successfully led the City budget development and approval process producing multiple budget documents on time
- Prepared multiple budget revisions while conducting periodical budget analysis and fulfilling all City Commission requests
- Established a General Ledger monthly account reconciliation process completing over 1000 GL accounts
- Fostered a priority-based spending culture by addressing operations performance, budget control, and cash flow management
- Addressed encumbrances and vacancies making sure everyone understands spending priorities and adheres to the budget
- Prioritized and managed the City's cash flow effectively avoiding financial default and disruption of vital and necessary services
- Implemented financial reporting system adhering to contract billing and collection schedules helping steady cash flow to support critical operational requirements
- Updated all necessary business policies and accounting practices strengthening the City's policies and procedures
- Effectively worked with Mayor, Commission, Auditors, Auditor General, and Governor Office helping consensus building
- Enhanced grant management activities and ensured eligibility requirements compliance with federal, state, and local agencies
- Implemented new financial system training for City employees maximizing individual and organizational goals
- Fostered communication and achieved internal integration among departments, divisions, and sections
- Researched and organized all City investment activities including money market and simple interest-bearing accounts
- Negotiated new capital leases for property, plant, and equipment including new vehicles
- Mentored City employees reinforcing professional development and standards from ICMA, GFOA, and AGA Code of Ethics
- Balanced overwhelming workload while assisting human resources every step including all finance-staffing issues
- Forecasted City revenue accurately helping balance the budget and eliminate multiple budget revisions
- Effectively refined City goals and objectives to prepare City the budget in accordance with the most critical priorities
- Accomplished a professional operation, effective and efficient management of resources, and overall compliance
- Prepared and delivered all-important annual financial reports timely including insurance and workers compensation

**Achievements as Finance Department Director, City of Sweetwater, FL Cont.**

- Maintained accounting, reporting, auditing, and administrative policies and procedures up to date
- Conducted facility assessment and capital assets inventory curing chronic audit findings and achieving GAAP compliance
- Accomplished consolidation and sharing of City services and assets further enhancing financial resources
- Sought maximum efficiencies in the City's banking relationships and opened several accounts to bringing the City in compliance
- Eliminated all chronic delays addressing public records requests
- Negotiated all city insurance policies realizing savings in new premiums and avoided lapses of coverage at any time
- Established a management system that allows maximum productivity, safeguards assets, and addresses future needs
- Enhanced integrity of all cash management functions including daily cash deposits, transportation, and logistics
- Eliminated chronic delays in completing filings with government agencies timely including Office of the Auditor General
- Eliminated chronic delays submitting reports timely e.g., FHWA-536/Local Highway Finance Report and FDLE grants reports
- Pioneered new culture embracing financial and purchasing policy and procedures, deadlines, and agency compliance
- Successfully led the City's financial recovery thru extenuating circumstances avoiding significant tangible/intangible losses
- Despite financial distress, the City never stopped providing vital and necessary services and started to build reserves
- Established internal controls to ensure future compliance with GASB, human resources legislation, and the law
- Implemented performance evaluations in accordance with ICMA, GFOA, and AGA guidance
- Led the RFP process, negotiated with vendors, and outsourced payroll operations
- Negotiated existing loans and capital leases with financial institutions achieving fair and balanced rates, terms, and agreements
- Saved the City significant financial resources by correcting errors on pay scale tables required to process employee retro payments
- Achieved quality control, accuracy, transparency, and improved overall City management earning praises from the Governor's Office, State Auditor General, City Auditors, Miami-Dade County Ethics Commission, federal officials, and elected officials

**SEMINOLE TRIBE OF FLORIDA, HOLLYWOOD, FL 2009-2009**

*Chief Administrative Officer*

Population: 5 reservations Budget: \$100M Employees: 6,000

Brought on board to lead and improve management operations in several departments including, planning, building, zoning, public works, environmental resources, and construction management and oversee completion of \$300M investment in 8 water & wastewater treatment plants. Ensured Council adopted policies, resolutions, and ordinances were enforced and implemented. Direct oversight responsibility for utilities management, preparation and administration of budgets, personnel, community planning, litigation coordination, risk management, grants, economic development, and growth management. Led multimillion-dollar negotiations with private and public entities and coordinated lobbying efforts with Federal government.

**Achievements:**

- Built high-performance professional management team eliminating costly errors and omissions in public infrastructure planning, development, operations, maintenance, and rehabilitation
- Conducted water & sewer plant operations assessments holding vendors accountable and saving financial resources
- Implemented improvement plans allowing savings in water & wastewater treatment plant projects
- Restored financial integrity in the handling of utility construction, operations, and maintenance
- Pioneered integration of technology streamlining financial and budget development operations
- Developed a Quality Management Program increasing productivity, morale, and customer satisfaction

**PALM BEACH COUNTY SCHOOL DISTRICT, 2006-2007**

*Director, Program Management Department*

Population: 1.4M Budget: \$2B Employees: 27,000

Brought on board to reorganize the department, implement policies and procedures, improve operations, and lead the implementation of a \$2Billion Capital Improvement Program including planning, design, construction, rehabilitation, and modernization of Countywide public infrastructure and facilities. Oversaw completion of over 100 projects including land development, transportation, environmental, water & sewer, utilities, stormwater management, parks, and school buildings. Direct oversight responsibility for preparation and



administration of budgets, coordination of Board-appointed committees, personnel, community planning, litigation coordination, risk management, purchasing, grants, construction management, and coordination with local and state regulatory agencies.

**Achievements:**

- Delivered all projects on time and received praises from Oversight Committee and *The Palm Beach Post*
- Saved millions of dollars by enhancing project control operations and improving contract negotiations
- Reorganized department operations, developed and empowered staff improving morale and productivity
- Delivered CIP on time which had not been accomplished by the previous two administrators
- Developed a records management system enhancing the ability to defend against multi-million-dollar claims
- Avoided substantial monetary damages by achieving sound financial resolutions during mediation and arbitration
- Implemented professional training and developed policy and procedures safeguarding District's assets
- Established new payment approval system handling \$1M/day and ensured vendor's performance
- Eliminated budget disparities and streamlined budget development process
- Crossed-trained support staff; therefore, the department no longer relied on one individual
- Opened lines of communication among staff and stakeholders achieving internal integration
- Successfully met all permitting challenges with state and federal agencies avoiding significant penalties and delays
- Achieved consistent operational guidelines, established internal controls, and accomplished a professional management operation enhancing trust and confidence in the Administration

**CITY OF MIAMI BEACH, FL, 1999-2001**

*Assistant Director, Public Works Department*

Population: 100,000 Budget: \$34M Employees: 250

Served in the capacity of acting director. Brought on board to reorganize department operations, oversee implementation of a \$250M Capital Improvement Program (CIP), and a \$92M General Obligation Bond program. Direct oversight responsibility for municipal utility services, budget preparation and administration (projects, program, and department budget), coordination with oversight committees, community planning, litigation coordination, risk management, purchasing, grants, personnel, and construction management.

**Achievements:**

- Saved millions of dollars implementing a Quality Management Program increasing productivity and morale
- Led implementation of \$250M CIP leading to the issuance of a \$92M GO Bond to address public needs
- Restructured department operations and developed high-performance management teams
- Developed and implemented a financial system and guidelines improving handling of capital expenditures
- Pioneered integration of IT systems enhancing department financial and management operations
- Led City operations through difficult challenges during change and enhancement of community assets
- Reduced city liabilities and ensured vendors' performance by amending contracts
- Appointed as emergency manager and coordinated efforts with local, state and federal government
- Implemented fee schedule saving the City significant financial resources in contract negotiations
- Performed job audits, reclassifications addressing inequities and granting over 20 promotions for the first time in years

**MIAMI-DADE COUNTY, FL, 1993-1999**

*Special Administrator*

Population: 2.5M Budget: 100M Employees: 1000

Started as County Civil Engineer, earned promotion to Special Administrator and appointments to several County Committees. Played a lead role in review and approval of the largest residential, commercial, and industrial land development projects in Miami-Dade County such as The Airport Expansion and The Beacon Trade Port. Developed expertise in administration of multiple public infrastructure related services and facilities including planning, design, construction, maintenance, and rehabilitation of traffic & transportation, water & sewer, environmental, and stormwater management projects. Responsible for budget preparation and implementation. Led team of senior County professionals. Conducted negotiations with local, state and federal agencies. Accomplished the County's Supervisor Certification Program learning multiple departments operations.

**Achievements:**

- Accomplished significant savings in County's financial resources while negotiating important agreements with federal, estate, and local officials including FAA, DOT, EPA, South Florida Regional Planning Council, and the School Board
- Appointed as County emergency manager and able to successfully coordinate with local, state and federal agencies
- Ensured developers fair share contributions to public infrastructure saving substantial County financial resources
- Completed county projects timely while leading a senior team of professionals during fastest growth and development
- Pioneered implementation of County information technology systems eliminating a 5-yr backlog in data processing

**OTHER PROFESSIONAL EXPERIENCE****Sr. Civil Engineer/President/ RA Consulting Engineers/Civil Infrastructure Corporation, Miami, Florida, 2008-Present**

- Served as chief operations officer and work directly with city and county officials
- Oversaw implementation of Capital Improvements, General Obligation, and Storm Water Bond Programs
- Negotiated, executed and managed multimillion-dollar contracts and prepared/administered budgets
- County/municipal management consulting - planning/implementation of state, county and municipal projects and programs

**Project Executive, Roger Development / Keyes Company, Coral Gables, Florida, 2002-2005**

- Served as director of operations
- Oversaw construction, land development, and project management operations
- Successfully accomplished all project requirements with local and state government agencies regulations
- Coordinated project development with utility companies, government agencies, consultants and bankers

**EDUCATION****Master of Business Administration – Magna cum laude – Finance & Management, 1996**

University of Miami, Coral Gables, FL

**Bachelor of Science Civil Engineering, 1987**

Florida International University, Miami, FL

**LICENSURE / REGISTRATION / CERTIFICATES**

- ICMA–Credentialed Local Government Manager
- Certified Government Financial Manager
- Registered Professional Civil Engineer
- Certified Quality Control Manager
- Municipal Financial Reporting & Compliance, Securities & Exchange Commission

**PROFESSIONAL AFFILIATION**

- International City/County Manager Association
- Government Finance Officer Association
- Association of Government Accountants

# **RICARDO JOSE MENDEZ, MBA, PE, CGFM, ICMA-CM**

905 Brickell Bay Dr # 323 Miami Florida 33131 | (305) 924-2534 | [rjmcivilpe@gmail.com](mailto:rjmcivilpe@gmail.com)

---

## **Professional References**

1. Major General (US Air Force) William B. Lynch, City Receiver, City of Harrisburg, PA
2. Fred A. Reddig, Head of Pennsylvania Governor's Office for Local Government Affairs
3. Faye W. Johnson, ICMA-CM, City Administrator, City of West Palm Beach
4. Alex Penelas, Mayor, Miami-Dade County
5. Arthur C. Johnson, Ph.D., Superintendent, Palm Beach County School District
6. John J. Ritsema, P.E., Division Chief, Miami-Dade County
7. Aristides Rivera, P.E., Assistant County Manager, Miami-Dade County
8. Matthew D. Schwartz, Assistant City Manager, City of Miami Beach

May 7, 2013

Recommendation: Ricardo Mendez-Saldivia

To whom it may concern:

Mr. Ricardo Mendez-Saldivia asked that I provide a letter of recommendation for him. I am most pleased to do so.

Mr. Mendez-Saldivia has served as the Chief Operating Officer and Chief of Staff for the City of Harrisburg, Pennsylvania for the last year. As the Receiver for the City of Harrisburg, I worked closely with him. Harrisburg is a city of 50,000 and is designated as a financially distressed municipality under Pennsylvania Act 47.

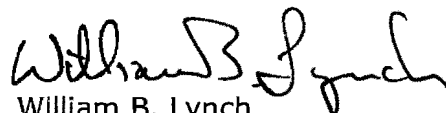
Mr. Mendez-Saldivia arrived during a time of great turmoil and uncertainty. A new City Administration was in the throes of working out a Recovery Plan. A Receiver had been appointed, and many city employees left, creating a dearth of knowledge. Mr. Mendez-Saldivia arrived and made a difference. He brought professionalism, knowledge and courtesy. He also brought organizational ability and detailed oriented planning that assigned responsibility and set milestones and deadlines.

He was particularly effective on the financial management side; a critical area of the City's operation. In large part because of his drive, the City completed overdue audits for 2009, 2010 and 2011. More importantly, in-house capacity was developed and processes instituted to assure an on time 2012 audit completion as well.

While, improvement in financial management was perhaps the most dramatic result of his engagement, he was also particularly effective with the City's unions. He instituted regular meetings and engagements, driving grievance numbers down to historic lows. Part of the Recovery Plan involves a complicated matrix of tasks and initiatives to be undertaken by City government. He set up a program management system to track progress on each initiative. Thanks largely to his systematic approach; we have completed nearly 50% of those initiatives.

Mr. Mendez-Saldivia arrived at a time when the City of Harrisburg needed him. His time here has been marked by success and beneficial change. He quickly realized that we needed more than a technocrat. We needed someone who could contribute to the change in culture that would be required if we were to really change persistent patterns of thought and old habits. He brought a professional manager's competence tempered with a human touch.

Best Regards,



William B. Lynch  
Receiver for the City of Harrisburg

May 23, 2013

To whom it may concern:

I would like to provide this letter of recommendation for Ricardo Mendez-Saldivia. I have had the opportunity to work with Mr. Mendez-Saldivia during his tenure as Chief Operating Officer for the City of Harrisburg from May 2012 to May 2013.


Ricardo's performance in this position was excellent. He was an asset to the City during a very critical time in it's history. Under the direction of the Mayor he was responsible for implementing a Court confirmed recovery plan for the City and managing its various departments to insure the continuation of critical City services. One of his key accomplishments was addressing a backlog of City audits. Under his direction over the last year, the 2009, 2010 and 2011 audits were completed and work was started on preparation for the 2012 audit.

In his position, Mr. Mendez-Saldivia exhibited excellent communication skills, was extremely organized, and able to effectively multi-task to ensure that all projects under his purview were completed in a timely manner.

Ricardo was always willing to offer assistance and had an excellent rapport with the many individuals he worked with. I have been consistently impressed with his positive attitude and productivity during the time he worked for Harrisburg. I am confident that he will devote himself in a similar manner to other similar positions in the future.

He would be an asset to any employer in a senior level management position in local government. I would recommend him for any endeavor he chooses to pursue in that field.

Sincerely,



Fred A. Reddig  
Special Assistant for Act 47 and  
Local Government Affairs



City Administrator's Office  
401 Clematis Street  
West Palm Beach, FL 33401  
Telephone: 561-822-1400

March 10, 2021

To Whom It May Concern:

This letter serves as a reference for Ricardo Mendez-Saldivia. Mr. Mendez-Saldivia served the City of West Palm Beach as an Assistant City Administrator. His portfolio of responsibilities included providing executive oversight and direction to Public Utilities, Public Works, Engineering, Information Technology, Support Services and other functional areas of the City. During his tenure, Ricardo served the City in an ethical and professional manner and was a contributing member of our Executive team.

Mr. Mendez-Saldivia possesses the skill sets and demonstrated talents to perform well and be a dedicated asset to any organization which he may be a part of in the future.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Faye W. Johnson', with a long horizontal flourish extending to the right.

Faye W. Johnson, MPA  
City Administrator, ICMA-CM



## OFFICE OF THE MAYOR MIAMI-DADE COUNTY, FLORIDA

ALEX PENELAS  
MAYOR

July 23, 2002

To Whom It May Concern:

It is with great pleasure that I write this letter of recommendation on behalf of Mr. Ricardo Mendez, who has applied for a position with your city.

I have known Ricardo for several years; he is intelligent, and is someone of great overall character and integrity. During his tenure at Miami-Dade County, Ricardo performed his obligations well and was a committed public servant. He proved to be efficient and effective within several departments he worked with, and gained experience in budgetary preparations and forecasts. I am certain he will bring these same principles and professionalism to your jurisdiction.

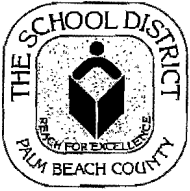
I have also known Ricardo to be a compassionate individual who takes a great interest in his community and the overall welfare of the people surrounding him. He works diligently at ensuring a positive working environment and people that have worked with him, speak very highly of him. I am confident that Ricardo will benefit the city, and carry out his responsibilities with the utmost care and distinction.

If you have any questions or need and further information, please feel free to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Alex Penelas".

Alex Penelas  
Mayor



THE SCHOOL DISTRICT OF  
PALM BEACH COUNTY, FLORIDA

SUPERINTENDENT'S OFFICE  
3340 FOREST HILL BOULEVARD, C-316  
WEST PALM BEACH, FL 33406-5869

PH: 561-434-8200 FX: 561-434-8571

ARTHUR C. JOHNSON, Ph.D.  
SUPERINTENDENT

ANN KILLETS  
CHIEF ACADEMIC OFFICER

JOSEPH M. MOORE  
CHIEF OPERATING OFFICER

WILLIAM S. GRAHAM  
CHAIR

MONROE BENAÏM, M.D.  
VICE-CHAIR

PAULETTE BURDICK  
MARK HANSEN  
ROBERT J. KANJIAN  
DR. SANDRA S. RICHMOND  
DEBRA I. ROBINSON, M.D.

April 25, 2007

Ricardo Mendez  
905 Brickell Bay Dr, Apt 32  
Miami, FL 33131

Dear Ricardo:

On our inaugural **District-wide Employee Appreciation Week**, we want to express our appreciation for your contributions as: Director Program Management  
Program Management

In addition, we thank you for being a valued employee with the School District of Palm Beach County.

As an important member of the District staff, you contribute to our overall success in making a difference in the lives of over 170,580 children that we serve. Your talents, time and commitment to excellence helps us to attain the District's goals!

Sincerely,

Arthur C. Johnson, Ph.D.  
Superintendent

Ann Killets  
Chief Academic Officer.

Joseph Moore  
Chief Operating Officer.





**PUBLIC WORKS DEPARTMENT**  
SUITE 1610  
111 N.W. 1st STREET  
MIAMI, FLORIDA 33128-1970  
(305) 375-2960

July 10, 2002

To Whom It May Concern:

Mr. Ricardo Mendez has demonstrated excellent ability to perform and engage in responsible level engineering and management work during his tenure in Miami-Dade County. I worked with Mr. Mendez during a five-year period ending in 1999. He is a well-qualified professional and has shown excellent management and leadership skills. Mr. Mendez has conducted himself with professionalism, effectiveness, and respect for his subordinates, peers, and supervisors. In addition, Mr. Mendez has an excellent educational background and interpersonal skills. He has always acted within the department's guidelines and procedures. He has an exceptional ability to see the big picture in complex situations and to proceed accordingly.

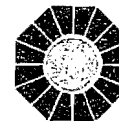
I am confident that he will succeed in future tasks which he undertakes with any organization within the public or private sector.

Very truly yours,

A handwritten signature in cursive script, appearing to read 'John J. Ritsema', written over a printed name and title.

John J. Ritsema, P.E.  
Chief, Construction Division

JJR:nc



PUBLIC WORKS DEPARTMENT  
SUITE 1610  
111 N.W. FIRST STREET  
MIAMI, FLORIDA 33128-1970

March 29, 1999

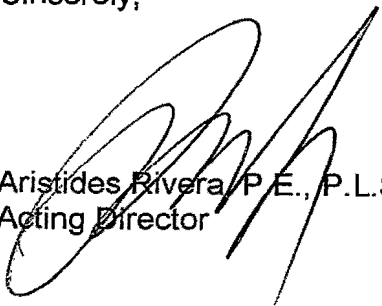
Mr. Ricardo J. Mendez  
Construction Division

Dear Mr. Mendez,

It is a pleasure to present you with a 5 year Service Award in recognition of your continuous service with Miami-Dade County Government. It is the unselfish and conscientious effort of each employee that makes possible the successful operation of this department.

We hope you will remain with Dade County many more years and that they will be increasingly rewarding ones for you.

Sincerely,

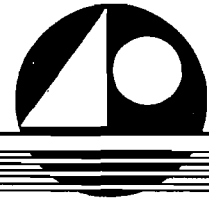


Aristides Rivera, P.E., P.L.S.  
Acting Director

AR/gc

# CITY OF MIAMI BEACH

CITY HALL 1700 CONVENTION CENTER DRIVE MIAMI BEACH FLORIDA 33139



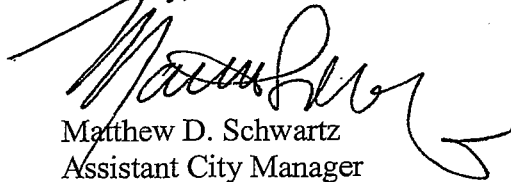
OFFICE OF THE CITY MANAGER

TELEPHONE: (305) 673-7010  
FAX: (305) 673-7782

TO WHOM IT MAY CONCERN:

During his tenure with the City of Miami Beach, Ricardo Mendez has demonstrated excellent technical, management, and interpersonal skills. Mr. Mendez hard work, dedication, knowledge, and experience added great value to the city's operations. He always complied with city rules, regulations, and handled himself with honesty and integrity. In addition, Mr. Mendez has shown progressive leadership. Definitely a team player, Ricardo is an excellent professional whose ability and skills will be a great asset for any organization within the public and private sectors.

Sincerely,



Matthew D. Schwartz  
Assistant City Manager

# University of Miami

Upon the recommendation of the Graduate Faculty  
has conferred on

**Ricardo José Méndez-Saldivia**

the degree of

**Master of Business Administration**

with all the rights, honors and privileges thereunto appertaining.  
In witness whereof, the seal of the University and the signatures  
of the President and the Dean are hereunto affixed.

Given at Coral Gables, Florida, on  
December 18th, 1996

  
President



  
Dean

# Florida International University



On recommendation of the Faculty and by virtue of the authority vested in it by the  
Florida Board of Regents hereby confers upon

**Ricardo Jose Mendez-Saldivia**

the degree of

**Bachelor of Science in Civil Engineering**

College of Engineering and Applied Sciences

In Testimony Whereof, the signatures of the University's officers are hereto affixed in Miami, Florida,

December 4, 1987

Chairman, Board of Regents

Governor

President of the University

Chancellor, State University System

Dean

Association of Government Accountants



The Professional Certification Board

Having determined that

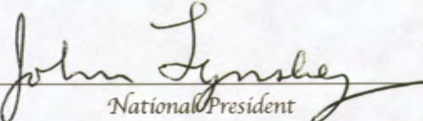
**Ricardo Jose Mendez**

Has successfully met the Board's certification requirements as an expert government financial manager, hereby grants the designation of

**Certified Government Financial Manager**

Witness the seal of said Board and the official signatures of the President of the Association and the Chair of the Board at Alexandria, Virginia, this thirteenth day of February, two thousand nineteen

Certificate No. 18241

  
National President



  
Chair, Professional Certification Board

STUDENT NUMBER [REDACTED] H. S. GRAD DATE [REDACTED] SEX M

04/07/97  
DATE PRINTED



CORAL GABLES, FLORIDA 33124

STUDENT NAME (LAST, FIRST, MIDDLE)  
Mendez Ricardo J

STUDENT PERMANENT ADDRESS  
Apartment 323  
905 S. Bayshore Drive  
Miami FL 33131

COMP: ESSY: READ: WRT:  
RTKE: RTKE: RTKE: RTKE:  
PASS: PASS: PASS: PASS:

TEST INFORMATION: CLAST

UM CRS ID	TITLE	LOAD	CRS ATT	CRS EARN	QTY PTS	GRD	UM CRS ID	TITLE	LOAD	CRS ATT	CRS EARN	QTY PTS	GRD
-----------	-------	------	---------	----------	---------	-----	-----------	-------	------	---------	----------	---------	-----

B.S. FLORIDA INTERNATIONAL UNIVERSITY 12/4/87

SPRING 1995 BU/M/8 BXM3

ACC600	ACC DEC-MAK & CNTR	3	3.00	3.00	12.00	A
ESP601	EXEC MBA ENHANCEM		.00	.00	.00	S
MGT600	MNG RSPNS BHV IN O	3	3.00	3.00	9.00	B
UM SEM	GPA 3.500 SEMESTR	6	6.00	6.00	21.00	
UM CUM	GPA 3.500 UM CUM		6.00	6.00	21.00	
	NON UMCUM		.00	.00	.00	

2ND SUMMER 1995 BU/M/8 BXM3

BSL695	LEG IMPL EX DEC MA	3	3.00	3.00	12.00	A
ECO690	ESS ECONOMIC THEOR	3	3.00	3.00	9.90	B+
MAS610	STA ANLY MGR DEC M	3	3.00	3.00	12.00	A
UM SEM	GPA 3.767 SEMESTR	9	9.00	9.00	33.90	
UM CUM	GPA 3.660 UM CUM		15.00	15.00	54.90	
	NON UMCUM		.00	.00	.00	

FALL 1995 BU/M/8 BXM3

FIN602	FUNDAMENTALS OF FI	3	3.00	3.00	12.00	A
MAS641	OPER RES MOD IN MG	3	3.00	3.00	11.10	A-
MKT660	FOUND OF MARKET MG	3	3.00	3.00	9.90	B+
UM SEM	GPA 3.667 SEMESTR	9	9.00	9.00	33.00	
UM CUM	GPA 3.663 UM CUM		24.00	24.00	87.90	
	NON UMCUM		.00	.00	.00	

SPRING 1996 BU/M/8 BXM3

ECO691	MANAGERIAL ECONOMI	3	3.00	3.00	12.00	A
FIN603	ADV CORPORATION FI	3	3.00	3.00	9.90	B+
MGT653	OPERATIONS MANAGEM	3	3.00	3.00	12.00	A
UM SEM	GPA 3.767 SEMESTR	9	9.00	9.00	33.90	
UM CUM	GPA 3.691 UM CUM		33.00	33.00	121.80	
	NON UMCUM		.00	.00	.00	

ADMISSION TO CANDIDACY FOR THE MBA DEGREE  
AS OF APRIL 1996

2ND SUMMER 1996 BU/M/8 BXM3

CIS621	MANAGEMNT INFORM S	3	3.00	3.00	12.00	A
MGT660	LDRSHP MOTIV ORGNZ	3	3.00	3.00	11.10	A-
MKT672	SERVICIS MARKETING	3	3.00	3.00	12.00	A
UM SEM	GPA 3.900 SEMESTR	9	9.00	9.00	35.10	
UM CUM	GPA 3.736 UM CUM		42.00	42.00	156.90	
	NON UMCUM		.00	.00	.00	

FALL 1996 BU/M/8 BXM3

MGT602	HUMAN RESOURCE MGM	3	3.00	3.00	11.10	A-
MGT658	STRATEGIC MANAGEME	3	3.00	3.00	12.00	A
POL671	POL ENVIRON OF BUS	3	3.00	3.00	12.00	A
UM SEM	GPA 3.900 SEMESTR	9	9.00	9.00	35.10	
UM CUM	GPA 3.765 UM CUM		51.00	51.00	192.00	
	NON UMCUM		.00	.00	.00	

DEGREE CONFERRED:  
MASTER OF BUSINESS ADMINISTRATION  
DATE : 12/18/96


\*\*\*\*\* END OF TRANSCRIPT FOR GRADUATE CAREER \*\*\*\*\*  
\*\*\*\*\* END OF OFFICIAL TRANSCRIPT \*\*\*\*\*

*Scott Angelo*  
ASSOCIATE DEAN OF ENROLLMENTS AND REGISTRAR


THE FACE OF THIS OFFICIAL UNIVERSITY TRANSCRIPT HAS A GREEN BACKGROUND ON WHITE PAPER AND DOES NOT REQUIRE A RAISED SEAL  
THIS TRANSCRIPT IS NOT OFFICIAL UNLESS IT BEARS THE SEAL OF THE UNIVERSITY AND THE SIGNATURE OF THE ASSOCIATE DEAN OF ENROLLMENTS AND REGISTRAR  
THE BACK OF THIS TRANSCRIPT CONTAINS AN ARTIFICIAL WATERMARK—HOLD AT AN ANGLE TO VIEW

From: no-reply@myfloridalicense.com  
Subject: BOARD OF PROFESSIONAL ENGINEERS LICENSE PE63415  
Date: February 19, 2019 at 1:40 PM  
To: ricardo00mendez@yahoo.com

N




Ron DeSantis, Governor



**STATE OF FLORIDA**

**BOARD OF PROFESSIONAL ENGINEERS**


THE PROFESSIONAL ENGINEER HEREIN IS LICENSED UNDER THE PROVISIONS OF CHAPTER 471, FLORIDA STATUTES



**MENDEZ, RICARDO JOSE**  
905 BRICKELL BAY DRIVE, #323  
MIAMI FL 331310000

**LICENSE NUMBER: PE63415**  
**EXPIRATION DATE: FEBRUARY 28, 2021**

Always verify licenses online at [MyFloridaLicense.com](http://MyFloridaLicense.com)



Do not alter this document in any form.

This is your license. It is unlawful for anyone other than the licensee to use this document.



**STATE OF FLORIDA**

BOARD OF PROFESSIONAL ENGINEERS  
2639 NORTH MONROE STREET  
SUITE B-112  
TALLAHASSEE FL 32303

850.521.0500

Congratulations!



# *Certificate of Achievement*

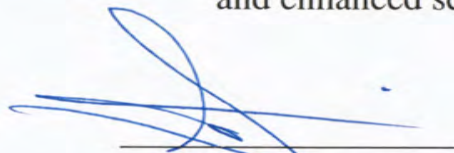
BE IT KNOWN, the undersigned certifies that

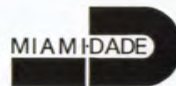
**Ricardo J. Mendez**

has successfully completed the requirements  
of the

**SUPERVISOR CERTIFICATION PROGRAM**

THEREBY, demonstrating a commitment to professional development, personal growth,  
and enhanced service to the citizens of Miami-Dade County.

  
County Manager



*August 13, 2001*  
Date



## MEMORANDUM

---

**TO:** Ricardo J. Mendez  
Special Administrator for Concurrency  
Public Works Department

**DATE:** August 13, 2001

**FROM:** Steve Shiver  
County Manager

**SUBJECT:** Supervisor Certification Program

---

Congratulations on your successful completion of the Supervisor Certification Program.

As you know, the objective of this program is to provide supervisors with basic management skills, along with a working knowledge of the County's administrative orders, policies, and procedures. I am confident that the training received will help you motivate your employees, manage conflict, and maintain a fair non-discriminatory workplace.

The time and effort you have so commendably spent to further your professional development is appreciated and will benefit both Miami-Dade County and the citizens we serve.

Your Certificate of Achievement is attached, and copies have been sent to the Employee Relations Department and to your Departmental Personnel Representative for inclusion in your official files.

Thank you for your participation.

Attachment

cc: Maria M. Casellas, Director  
Employee Relations Department  
Valerie Sandoval, Departmental Personnel Representative  
Public Works Department  
Personnel File

## EMPLOYMENT APPLICATION



CITY OF NORTH MIAMI BEACH  
 17011 NE 19th Avenue  
 North Miami Beach, Florida 33162  
 305-948-2918

<http://www.governmentjobs.com/careers/citynmb>

Sorey, Arthur  
 00097 CITY MANAGER

Received: 3/15/21 3:26 PM

For Official Use Only:

QUAL: \_\_\_\_\_

DNO: \_\_\_\_\_

Experience

Training

Other: \_\_\_\_\_

## PERSONAL INFORMATION

POSITION TITLE: CITY MANAGER	EXAM ID# : 00097
NAME: (Last, First, Middle) Sorey, Arthur	SOCIAL SECURITY NUMBER: N/A
ADDRESS: (Street, City, State/Province, Zip/Postal Code) 1195 NW 127 Street, North Miami, Florida 33168	EMAIL ADDRESS: thearthursorey@gmail.com
NOTIFICATION PREFERENCE: Email	

## PREFERENCES

Nothing Entered For This Section

## EDUCATION

Nothing Entered For This Section

## WORK EXPERIENCE

Nothing Entered For This Section

## CERTIFICATES AND LICENSES

Nothing Entered For This Section

## Skills

Nothing Entered For This Section

## ADDITIONAL INFORMATION

Nothing Entered For This Section

## REFERENCES

Nothing Entered For This Section

Agency-Wide Questions

1. Have you ever been employed by the City of North Miami Beach?
2. If yes, state position, department and dates:
3. Are any members of your family or a relative (either by blood or marriage) employed by the City of North Miami Beach?
4. If yes, give name, position, and relationship:
5. Have you ever been fired or asked to resign by an employer?
6. If you answered yes, please provide details:
7. Please indicate how you learned about this position?
8. If your name has changed, indicate the name under which the City may verify information supplied on this application.
9. Employment with the City of North Miami Beach may require working weekends, shifts and holidays. Are you able to work:
10. Specify any days or hours you are NOT able to work:
11. What is the earliest date you are available to start?

APPLICATION CERTIFICATION – READ CAREFULLY BEFORE ACKNOWLEDGING: By signing this document, I certify that all of the information on this entire application, including any attachments, is true and complete to the best of my knowledge. I understand that all information is subject to investigation and that omission, falsification, or misrepresentation is sufficient cause for rejection of this application, removal of my name from any employment list, or termination of employment. I understand that the City of North Miami Beach is a Drug-Free Workplace and that employees are subject to drug testing in accordance with federal, state, and local statutes. I understand that this application is the property of the City of North Miami Beach and information contained herein is public record. I authorize and direct any persons or organizations to release and furnish records and information relevant to determine my fitness and suitability for employment in the aforesaid position. I release the custodian of such records, including the City of North Miami Beach and its employees, from any liability for damages by me, my heirs, family, or associates resulting from any attempts at lawful compliance with this authorization.

Signature\_\_\_\_\_

Date\_\_\_\_\_

March 11, 2021

North Miami Beach City Commission  
17011 NE 19<sup>th</sup> Avenue  
North Miami Beach, FL 33162

Dear City Council:

**RE: CITY OF NORTH MIAMI BEACH MANAGER POSITION**

I am writing this letter to express my interest in the position of City Manager for the City of North Miami Beach. I am an experienced and accomplished public administrator with over 20 years of municipal experience and currently serve as the Deputy City Manager for the City of North Miami. I have a Bachelors' and Masters in Public Administration from Florida International University and am originally from the North Miami area.

As Deputy City Manager, I have direct operational oversight of a portfolio of operating departments including Public Works, Budget and Finance, Personnel, Code Enforcement, Emergency Management, Community Planning and Development. In addition, I have served as Interim City Manager on two occasions during which I was responsible for leading the City's 18 departments and \$160 million budget and responsible for operations and policy development across the City's broad range of services, including public safety, parks and recreation, sanitation, water and sewer utility and economic development. In addition, I have worked within the North Miami Community Redevelopment agency and guided the reorganizational overhaul to ensure its extension.

I previously served as Budget Director and was responsible for the City's overall \$160 million budget. Under my leadership, I was able to build a water and sewer reserve as well as a fleet reserve to ensure these funds remained sustainable. I am particularly familiar with overseeing complex and essential operations including water and sewer, sanitation, and storm water management. Having held progressively responsible roles during my 18-year career at the City of North Miami, I have proven experience in financial management, organizational development, community outreach, special event management, and operational leadership.

My experience at the City of North Miami will be an asset to the City of North Miami Beach. In particular, the similarities including the close geographic proximity, the water and sewer utility, the transportation and mobility challenges and the demographics that the cities share place me in a unique position to understand and effectively respond to the challenges and opportunities of North Miami Beach as City Manager.

In my many years as a public administrator, I have developed strong working relationships and have the ability to build rapport with elected officials, governmental stakeholders as well as private sector partners. My expertise and value proposition lie in my ability to provide innovative solutions to complex issues, define and actualize visionary change, and ensure that services and resources are readily available for the community.

I look forward to the opportunity to meet with the Council and to serve as North Miami Beach's next City Manager. Thank you for your time and attention.

Sincerely,

Arthur H. Sorey III

---

Highly accomplished public administrator with over 20 years of municipal experience. Extensive knowledge of budget development, principles, practices, techniques, and financial policies of effective public administration. Seasoned in overseeing complex and essential operations including water and sewer, sanitation, and stormwater management. Proven experience in organizational development, community outreach, special event management, and operational leadership. Skilled in utilizing innovative solutions to ensure effective municipal government operations and implementation of financial and management policies that assist in the attainment of public goals.

---

## CAREER EXPERIENCE

---

### Deputy City Manager, City of North Miami, FL

07/2015-Present

- Direct operational oversight of Public Works, Parks and Recreation, Budget, Finance, Building, Social Services, Code Enforcement, Emergency Management, Community Planning and Development.
- Administrative oversight of city's \$160M budget and over 450 employees.
- Administratively created the city's Social Services Department as well as the first city run Food Pantry in Miami-Dade county.
- Implemented and launched OpenGov, the City's cloud-based solution for transparency that encourages community engagement as it relates to the City's budgeted revenues and expenditures.
- Managed, coordinated, and negotiated the Cagni North concept design and construction project cost, unanimously approved by Resolution 2019-R-86.
- Developed, implemented, and branded the City of North Miami's Clean Team.
- Coordinated special projects for the City, including planning, designing, implementing, and evaluating construction/renovation projects, procurements, management studies, and the introduction of new programs and projects.
- Served as Coordinator of the North Miami CRA and oversaw the day-to-day operations as well as served as staff liaison to both the CRA advisory Board and Board of Directors.
- Reviewed the City's Administrative Regulations and Policies and Procedures.

### Interim City Manager & CRA Executive Director, City of North Miami, FL

02/2020-07/2020

10/2015-03/2016

- Administratively and operationally led the City's 18 Departments and \$160 million budget.
- Responsible for operations and policy development across the City's broad range of services, including public safety, parks and recreation, sanitation, water and sewer utility and economic development.
- Planned, organized, and evaluated the work of all 18 City departments to ensure that operations and services complied with the policies and directions set by the City Council.
- Directed the development of the capital improvement plan as budgeted and approved by the Council as well as monitored the implementation of adopted budgets.
- Served as the Executive Director of the North Miami Community Redevelopment Association (CRA), working closely with the Board of Directors, Advisory Board, and contracted consultants to implement the CRA's mission.
- Integral participation in negotiation of contracts, including the Police Benevolent Association (PBA) negotiations.
- Managed the Community Planning and Development through the proposal of the City's 2015 Comprehensive Plan, which was adopted for the first time since 1989.
- Performed financial and managerial reviews for the Mayor and Council in relation to operations, programs, and projects for consideration.

---

## CAREER EXPERIENCE

---

### **Budget Director, City of North Miami, FL**

**12/2012-07/2015**

- Built Water and Sewer reserve as well as a Fleet reserve to ensure the funds remained sustainable.
- Managed the City Manager's citywide budget of \$141 Million and assisted the City Manager in guiding the City Council to adopt a holistic plan addressing recent water rate challenges for customers through the elimination of a second meter base charge and an additional citywide utility study.
- Secured the City's first-ever Distinguished Budget Presentation Award from the GFOA, which less than 2% of local governments are able to attain annually.
- Oversaw an audio/video innovation in budgeting that was nationally featured in the June 2014 issue of Government Finance Review.
- Launched and administered a Performance Measurement Program that linked budgets to quantitative results.
- Navigated elected officials and executive staff through the budget process, workshops, and hearings.
- Produced and implemented a Revenue Manual that included historical graphs and narrative of major revenue sources that are projected using in-house forecasting (moving average, exponential smoothing, and mean deviation) models to advance accurate tracking and predicting of future revenues, which aided allocation and decision-making.
- Responsible for a Return on Investment (ROI) model that evaluated City programs.
- Established North Miami as a player in performance measurement amongst Florida's top analytic local governments by enlisting the City as a data contributor and member of the Florida Benchmarking Consortium.
- Conducted and executed the financial analysis on the 2014 Early Retirement Incentive Plan.
- Produced an annual edition of the City's Five Year Capital Improvement Program (CIP).
- Launched an analysis of the Fleet Department that proposed a utilization study, vehicle replacement methodology, and recommended solutions for the future.
- Initiated a plan to work with Standard & Poor's to conduct a pre-assessment of the City's financial standing in preparation of an eventual credit rating that created new avenues for funding capital projects.

### **CRA Coordinator, North Miami Community Redevelopment Agency (CRA), City of North Miami, FL**

**06/2014-10/2015**

- Assisted the City Manager/CRA Director in salvaging the CRA through a reorganizational overhaul that included a promotion to manage the agency's new capital direction and in-house staff.
- Successfully guided the Board in contracting Redevelopment Management Associates to amend the CRA Redevelopment Plan.
- Implemented the FY12-13 Independent Financial Audit recommendations to augment the accounting system to fund-based. Ensured that assets are not double booked on both the City and CRA books, improved overall agency reporting/management, and monthly reconciliation.

### **Budget Administrator, City of North Miami, FL**

**04/2010-11/2012**

- Performed budget transfers and approved requisitions, invoices, and travel.
- Assisted in the development, implementation, and ongoing maintenance of the City's annual budget.
- Assisted with the City Manager's budget presentation to the City Council.
- Liaised with departments to review work plans, goals, and objectives.
- Prepared annual expenditure and revenue projections.
- Trained City staff in budget principles and techniques as well as system requirements.

### **Parks and Recreation/Budget Office, Budget Analyst, City of North Miami, FL**

**11/2003-04/2010**

- Developed, implemented, and oversaw the \$5.6 million departmental budget.
- Performed revenue and expenditure forecasting.
- Responsible for purchase requisitions, direct vouchers, deposits, budget transfers and grant management.
- Represented and assisted the Parks and Recreation Director at various meetings and activities.
- Interacted with vendors, civic leaders, and the general public regarding departmental operations.
- Served as department grant coordinator, administratively managing grants from conception to completion.

---

## CAREER EXPERIENCE

---

**Program Manager, Cancer Control, American Cancer Society,  
Miami, FL**

**07/2001-08/2003**

- Organized community outreach and cancer awareness in the African-American Community.
- Established partnerships with area hospitals and served as a liaison for information and coordination of programs and services.
- Coordinated volunteers and ensured the success of the ACS program in Miami-Dade and Monroe Counties.
- Collaborated with community groups, who share an interest in African-American health issues, to conduct African-American Men and Women Forums.

**Administrative Analyst, Department of Public Works,  
City of Hallandale Beach, FL**

**10/1998-07/2001**

- Constructed and presented the \$30 million departmental budget in accordance with the City's goals and objectives to the Director for review and approval.
- Acquired a \$50,000 grant for the Emergency Management Preparedness and Assistance Competitive Grant Program (Revitalization of the Egret Drive Lift Station and Acquisition of Portable 200kW Generator).
- Served as the grant coordinator for the department, administratively managing acquired grants from conception to completion.
- Prepared Federal Emergency Management Agency (FEMA) documents for the department for three hurricane seasons. Secured \$1.3 million in relief funding for the October 3, 2000 rainfall event.
- Conducted a productivity study on the Grounds and Landscaping Division, improving efficiency by 8%.
- Designed visual aids and assisted in the development of \$3 million dollar Sanitary Sewer Rehabilitation project presentation, approved by the City Commission.
- Delegated priority tasks to respective superintendents as instructed by the Director of Public Works.

---

## EDUCATION

---

**FRA-Redevelopment Professional (RP)**

**Expected completion 10/2021**

**Harvard Kennedy School (Executive Education)  
Senior Executives in Leadership for State and Local Government**

**07/2016**

**Florida International University, Miami FL  
Master of Public Administration**

**08/1998-05/2000**

**Florida International University, Miami, FL  
Bachelor of Public Administration**

**08/1996-05/1997**

**Tuskegee University, Tuskegee, AL**

**09/1992-06/1994**



---

## REFERENCES

---

Dr Rudolph Moise, Founder,  
Comprehensive Health Center  
(305)219-3582  
Email: [Rmoise@phpgfl.com](mailto:Rmoise@phpgfl.com)  
671 NW 119th Street  
North Miami, FL 33168-2522


Ronald Book, Lobbyist  
(305)935-3582  
Email: [ron@rlbookpa.com](mailto:ron@rlbookpa.com)  
18851 NE 29th Ave #1010  
Aventura, FL 33180

Carol Keys, Councilwoman,  
City of North Miami  
(305)582-5588  
Email: [keyslaw@keystitle.com](mailto:keyslaw@keystitle.com)  
776 N.E. 125<sup>th</sup> Street  
North Miami, FL 33161

Russell Benford, Vice President,  
Government Relations, Americas  
Royal Caribbean Group/ Former Deputy  
Mayor Miami-Dade County  
(954)955-0417  
Email: [rbenford@rccl.com](mailto:rbenford@rccl.com)  
1050 Caribbean Way  
Miami, FL 33132

Newton Sanon, President/CEO OIC of  
South Florida  
Committee Chair, Leadership Academy,  
Orange Bowl Committee  
(305)527-8307  
Email: [sanonq@gmail.com](mailto:sanonq@gmail.com)  
3407 NW 9th Ave #100  
Oakland Park, FL 33309

Natasha Colebrook-Williams, Assistant  
City Manager, City of Miami  
(305)323-6441  
Email: [Ncwilliams7@bellsouth.net](mailto:Ncwilliams7@bellsouth.net)  
444 S.W. 2<sup>nd</sup> Avenue, 10<sup>th</sup> Floor  
Miami, FL 33130

Larry Juriga, Police Chief ,  
City of North Miami  
  
Email: [ljuriga@northmiamipolice.com](mailto:ljuriga@northmiamipolice.com)  
700 N.E. 124<sup>th</sup> Street  
North Miami, FL 33161

---

## SALARY HISTORY

---

**Deputy City Manager  
City of North Miami  
776 NE 125th St  
North Miami, FL 33161**

**(305)893-6511**

**Current Salary- \$209,934  
Car Allowance- \$633.60 monthly  
Cell Allowance- \$175.00 monthly**