



MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # **226-2010**

LETTER TO COMMISSION

TO: Mayor Matti Herrera Bower and Members of the City Commission

FROM: Jorge M. Gonzalez, City Manager

DATE: August 27, 2010

SUBJECT: **New Appointment - Cynthia W. Curry**

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CITY CLERK'S OFFICE

The purpose of this LTC is to advise you that Cynthia W. Curry will be joining our team effective September 7, 2010. At this time, I have asked Cynthia to assume the role of Building Director to provide continuity and support to the process improvement initiatives already underway.

Cynthia joins our team with over 30 years of experience in local government management, and a track record of taking on highly responsible, challenging assignments where the need for strong leadership has been required to effectuate change and improvement. I have attached a copy of her resume for your information.

As you will note, most recently, Cynthia served as Senior Advisor/Assistant County Manager in Miami-Dade County. During this time, Cynthia was charged with developing housing and economic development strategies, as well as oversight of several county departments such as the Finance Department, the Property Appraiser's Office, and the Department of Housing and Community Development.

In fact, Cynthia began her professional public administration career at the County. From 1977 to 1988, Cynthia worked her way up the ranks in Miami-Dade County government, beginning her career as a Management Trainee, transitioning to the Office of Management and Budget and, ultimately, joining the County Manager's Office. As an Assistant County Manager from June 1988 to August 1995, she managed a portfolio of departments, and was also called on to coordinate major projects for the County.

Shortly after Hurricane Andrew, Cynthia was tasked with establishing and managing Project C.H.A.R.T. (Coordinated Hurricane Andrew Recovery Team). As administrator of this project, Cynthia worked with administrators from Federal Emergency Management Agency (FEMA), Housing and Urban Development (HUD) and the State of Florida to coordinate recovery efforts, and developed an emergency construction program to expedite the recovery and rebuilding process. Cynthia was also at the helm of the County's comprehensive and successful application for Federal Empowerment Zone designation.

In addition to her time at the County, from August 1995 to December 1998, Cynthia held the position of Senior Vice President, Division of Business & Finance at Florida International University. Also during this period, Cynthia was appointed by the late Governor Lawton Chiles to serve as a member of the City of Miami Financial Oversight Board.

Cynthia holds both her Bachelor of Arts in Politics and Public Affairs as well as her Master of Arts degree in Politics and Public Affairs from the University of Miami.

Cynthia's experience will ensure a seamless transition in our continuing efforts to implement improvements to our building development process. Please join me in welcoming Cynthia to the Miami Beach team.

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

JMG/DM

CYNTHIA W. CURRY

PROFESSIONAL EXPERIENCE

FEBRUARY 21, 2006 – FEBRUARY 12, 2010

COUNTY EXECUTIVE OFFICE, MIAMI-DADE COUNTY

SENIOR ADVISOR / ASSISTANT COUNTY MANAGER

Charged with the responsibility of developing and guiding the implementation of critically important housing and economic development strategies in addition to the oversight of the Finance Department, the Property Appraiser's Office, the Department of Housing and Community Development, Office of Economic Development Coordination, Miami-Dade Public Housing Agency, the Homeless Trust, Urban Revitalization Task Force, Housing Finance Authority, and International Trade Consortium.

DECEMBER 19, 1998 – DECEMBER 2005

CWC & ASSOCIATES, INC., PRESIDENT/CEO

Directed corporate and public business consulting in the areas of business process re-engineering; human resources development; community development and capacity building; facilities services and construction management; marketing/promotions, and event planning.

AUGUST 1995 - DECEMBER 1998

FLORIDA INTERNATIONAL UNIVERSITY - DIVISION OF BUSINESS & FINANCE - SENIOR VICE PRESIDENT

- Provided direct assistance and support to the President of the University, as the Chief Business and Finance Officer for the University responsible for organizing and managing divisions of human resources; facilities planning, design and operations; purchasing and central support services; accounting; campus security; environmental health and safety; traffic; parking; auxiliary services; budget development and planning. Those reporting directly to the Senior Vice President for Business and Finance included an Associate Vice President, an Assistant Vice President and ten Directors.
- Served as the liaison with the Florida Board of Regents for all administrative matters, and served on the University Foundation, President's Executive Council, University Administrative Council, and the Board of Regent's Council on Administrative and Financial Affairs.

JUNE 1988 – AUGUST 1995

METROPOLITAN DADE COUNTY - OFFICE OF THE COUNTY MANAGER - ASSISTANT COUNTY MANAGER

- Provided direct assistance and support to the County Manager in upholding fiduciary responsibilities to the Board of County Commissioners and to the public; administered the policies and programs of Metropolitan Dade County Government, a multi-cultural, general purpose government, serving 2,000,000 residents

PROVIDED MANAGEMENT DIRECTION AND OVERSIGHT TO THE FOLLOWING DEPARTMENTS/AGENCIES:

- Department of General Services Administration - Provided central support services, including fleet, procurement, materials and insurance management necessary for the proper operation of County Government
- Department of Business and Economic Development - Provided direction and coordination of technical assistance to minority and small businesses, and insured compliance with race/gender conscious measures, and the Responsible Wages and Benefits Ordinance
- Department of Development and Facilities Management - Provided necessary central support services in the areas of facilities management, design, construction and maintenance, real estate acquisition, and lease negotiation and management
- Office of Contract Coordination - Provided direction in the collection, automation and dissemination of information regarding capital/construction projects, including the selection of Architecture and Engineering consultants for professional services
- Office of Community Development - Administered the federal Community Development Block Grant (CDBG) and Home Partnership Investment Programs to improve neighborhoods and affordable housing stock
- Special Housing Programs - Provided programs that improve the availability and condition of privately- owned low and moderate-income housing in Dade County (Moderate Rehabilitation, Housing Rental Assistance, Surtax Home ownership)
- Independent Review Panel - Provided a process to accept and resolve complaints against Metro-Dade County agencies and/or employees

OTHER MAJOR ASSIGNMENTS:

- Provided assistance to Miami-Dade Board of County Commissioners as needed
- Served as the County Manager's liaison for Government Operations Committee. Served as staff liaison for the Internal Management & Charter Review Committee, and the Community & Economic Development and Agriculture Committee of the Board of County Commissioners
- Served as the South Dade Hurricane Recovery Administrator - Project: C.H.A.R.T. (Coordinated Hurricane Andrew Recovery Team) working with administrators from HUD, FEMA, and the State of Florida to coordinate and accelerate the long-term recovery process of cleaning up and rebuilding South Dade
- Developed and directed an emergency construction program to expedite the critical repair and clean-up of County facilities after Hurricane Andrew
- Developed a permitting assistance program to assist the Beacon Council with potential businesses to expedite critical permitting requirements for projects that could have a significant impact on the local economy
- Directed the planning and development of the Economic Recovery Strategies and the South Dade Neighborhood Development Plan. These planning documents provided a basis for the expenditure of disaster relief funding from the State and Federal Government
- Served as a working member of the Homestead Air Force Base Re-Use and Economic Redevelopment Plan Steering Committee, and served as the liaison on behalf of Metro-Dade with representatives of the Department of Defense
- Participated in the preparation of application for national competition to the Department of Labor which ultimately resulted in the designation of Homestead Air Force Base as a site for one of nine Job Corps Centers
- Provided direction and oversight in the development and implementation of minority business programs for Blacks, Hispanics and Women
- Co-Chair (1992-1994), provided guidance and oversight for the Annual Business Assistance Expo, with over 5,000 attendees visiting exhibits and attending workshops on topics such as international trade and export opportunities, small and minority business development, financing, government procurements, and recruitment/training

FEBRUARY 1987 – JUNE 1988

METROPOLITAN DADE COUNTY, OFFICE OF THE COUNTY MANAGER

EXECUTIVE ASSISTANT TO THE DEPUTY COUNTY MANAGER, AND INTERIM COUNTY MANAGER

- Provided direct assistance to the Deputy County Manager and the County Manager in administering the policies and programs of Metropolitan Dade County Government
- Provided administrative coordination for the Metro-Dade legislative package (State and Federal) and monitored the progress of the package during the legislative session
- By appointment of the County Manager, served on several special project management teams
 - (1) Personnel Placement (Pipeline) Committee - responsible for overseeing the placement process for employees impacted by adverse budget decisions
 - (2) Housing and Urban Development Special Project Team - responsible for implementing a comprehensive inspection and repair program for 12,100 HUD units, with specific responsibility for administrative and fiscal aspects of the project (procurement, information systems, and budget)

AUGUST 1978 - JANUARY 1987

METROPOLITAN DADE COUNTY, OFFICE OF MANAGEMENT AND BUDGET

APRIL 1985 - JANUARY 1987 - ASSISTANT DIRECTOR

- Responsible for assisting the Director with supervision and administration of both Budget and Management Services staff
- Responsible for the coordination of the County Manager's Management Trainee Program

JULY 1983 - MARCH 1985 - BUDGET COORDINATOR

- Responsible for the preparation, format and publication of the Dade County Proposed Operating Budget. Estimated all revenues and expenditures for the General Fund
- Responsible for the monitoring and review process of the operating budget with direct supervision of seven budget analysts
- Responsible for assuring budget process met requirements of Florida Statutes (TRIM Bill) and local government half-cent sales tax legislation
- Responsible for assuring compliance with budgetary requirements for Federal Revenue Sharing

- Responsible for the analysis and on-going review of the budgets for various County agencies, including Judicial Administration and Clerk of the Courts
- Responsible for oversight of general government expenditures budgeted at over \$200 million.

AUGUST 1978 - JUNE 1983 - BUDGET ANALYST

- Responsible for analysis, and on-going review of budgets for Human Resources, Environmental Resources Management, Fire and Rescue, Traffic and Transportation Administration, Parks and Recreation, Industrial Development Authority, Community and Economic Development, the Miami-Dade Criminal Justice Council, and the Metro-Dade Police Department.

OCTOBER 1977 - JULY 1978

**METROPOLITAN DADE COUNTY, OFFICE OF THE COUNTY MANAGER
MANAGER'S MANAGEMENT TRAINEE PROGRAM - MANAGEMENT TRAINEE**

- Responsible for conducting a park study on the Miami Lakes Special Taxing District for use in unit cost analysis and use in the preparation of the Parks and Recreation Department budget
- Developed a format by which the recovery of indirect costs could be monitored by the Office of Management and Budget
- Assisted in the preparation of departmental budgets; formulated resolutions, coordinated Community Development neighborhood forums; monitored performance of departments with Community Development Block Grants

EDUCATION

MAY 1977 - UNIVERSITY OF MIAMI, CORAL GABLES, FLORIDA
Bachelor of Arts Degree - Politics & Public Affairs
Mortar Board Honor Society; Pi Sigma Alpha Political Science Honor Society

AUGUST 1978 - UNIVERSITY OF MIAMI GRADUATE SCHOOL, CORAL GABLES, FLORIDA
Master of Arts Degree - Politics and Public Affairs

DECEMBER 1979 - CERTIFICATE PROGRAM, PRICE WATERHOUSE AND COMPANY
Productivity Improvement Techniques

NOVEMBER 1981 - NATIONAL JUDICIAL COLLEGE, UNIVERSITY OF NEVADA AT RENO
Certificate Program in Court Management - Managing Delay

NOVEMBER 1983 - NATIONAL ACADEMY OF PUBLIC ADMINISTRATION, LEESBURG, VIRGINIA
Course work - The Intergovernmental Challenge

SPECIAL APPOINTMENTS

DECEMBER 1996 - JUNE 1998 - GUBERNATORIAL APPOINTMENT

- Member and Vice Chairperson of the Governor's Emergency Financial Oversight Board to oversee the fiscal affairs of the City of Miami; and Chair of the Estimating Conference Committee.

MAY 1998 - OCTOBER 1998 - MIAMI-DADE COUNTY MAYORAL APPOINTMENT

PROJECT DIRECTOR FOR EMPOWERMENT ZONE - ROUND II - APPLICATION DEVELOPMENT

- Provided lead coordination for the development of the successful application for Federal Empowerment Zone designation

AWARDS & RECOGNITION

- President's Award for Distinguished Service, Florida International University, 1999
- Woman of Impact Award, Miami-Dade County - 1999
- Rev. Dr. Martin Luther King Service Award, Florida International University - 1999
- Award for Outstanding Achievement and Service to the Community, Latin Builders Association, 1999
- Miami-Dade's Superstars Award - honoring Miami-Dade's most successful and influential corporate, business, and community leaders for their personal and professional contributions to the South Florida Community, Cystic Fibrosis Foundation - 1998
- Recognition for Accomplishments and Commitment for the Betterment of all People in Broward County, 100 Black Men of Broward County, Inc. - 1998
- Award for Outstanding Contribution and Service, The Black Business Association - 1998
- Certificate of Appreciation for work in Small Business Development, Greater Miami Chamber of Commerce - 1998
- Recognition for Outstanding Achievement in Business and Finance, Delta Sigma Theta Sorority - Miami Alumni Chapter - 1998
- Clean Sweep Award, Faculty Senate, Florida International University - 1997
- Mary McLeod Bethune Award, Recognition for Civic Involvement - 1997
- BEA Service to Community Award, FIU Black Employees Association - 1997
- Certificate of Appreciation for Dedication to Women in Leadership, Florida Institute of Government at FIU - 1997
- Award for Service and Dedication to the FIU Student Body and to the Student Government, FIU Student Government Council - 1997
- Service Award for Support of Access Issues for Students and Employees with Disabilities, FIU Disabled Students Association and the University Access and Equity Committee - 1997
- Pioneer Award, In the Company of Women - 1997
- Certificate of Award for Outstanding Service in the Area of Affirmative Action and Equal Opportunity Florida International University - 1996

- National Public Service Leadership Award Recipient - National Forum for Black Public Administrators, 1995
- Award of Excellence, Federation of Black Employees - 1994
- Up and Comer's Award - Outstanding Achievement in Government - 1990 (Presented by the South Florida Business Journal and Price Waterhouse)
- Award of Achievement, The Family Christian Association of America, Inc. - 1989
- Certificate of Award for Outstanding Accomplishments in Public Administration - 1988
- Outstanding Chapter Service Award (National Forum for Black Public Administrators - South Florida Chapter (NFBPA-SFC) - 1987
- Young Professional Administrator of the Year, American Society of Public Administration - 1984

CIVIC/FAITH-BASED ASSOCIATIONS

- Member, Orange Bowl Committee
- Member, Alpha Kappa Alpha Sorority, Gamma Zeta Omega
- Member, New Birth Baptist Church
- Member, Board of Directors, National Association for the Advancement of Colored People (NAACP), Miami-Dade Branch

REFERENCES AVAILABLE UPON REQUEST