



MIAMI BEACH

OFFICE OF THE CITY MANAGER

NO. LTC # 070-2013

LETTER TO COMMISSION

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

FROM: Kathie G. Brooks, Interim City Manager

DATE: March 4, 2013

SUBJECT: Upcoming Staffing Changes

The purpose of this Letter to Commission (LTC) is to update the City Commission on a number of staffing changes that will be taking place in order to ensure that the needs of our organization and community continue to be served.

As many of you are aware, Public Works Director Fred Beckmann has retired and his last day with the City was Friday, March 1, 2013. The recruitment process for a successor Public Works Director has commenced and resumes have been reviewed. However, as you know, I have been holding off on the selection of this position in order to allow the permanent City Manager (once selected) to make this decision. To continue to ensure that the Department has the oversight and direction needed until a new Director is selected, I am recommending that Jay Fink be placed in an acting capacity for this position until a permanent Director is selected. I will be including this recommendation in the March 13, 2013 agenda for your consideration.

Mr. Fink had also assumed the responsibility for the Property Management Division of Public Works since the departure of Duane Knecht in November 2012. I have moved forward in filling this position as this will relieve this responsibility from Mr. Fink while he serves in the acting role of Public Works Director. The City has recruited for the Property Management Division Director and has selected Anthony Kaniewski for the position. Mr. Kaniewski comes to us from Eckerd College. He has extensive professional experience in facilities management, both in the public and the private sector. Based upon the successful completion of the City's background process, Mr. Kaniewski is expected to commence employment with the City effective March 11, 2013. In addition, I am currently evaluating additional temporary support to be provided to the Public Works Department to offset the limited resources due to a number of vacancies within the Department.

As a result of two officers being reinstated to the position of police sergeant, the Police Department is carrying two additional police sergeant positions. One of the additional police sergeant positions will attrition out when the next police sergeant separates from the City. Based upon the current Deferred Retirement Option Plan (DROP) report for Police, the anticipated date of attrition for this position is August 2014. In the meanwhile, this additional police sergeant is assigned to the Patrol Division to address traffic and hit and run investigations. The second additional police sergeant is assigned to the Internal Affairs Division. As you may recall, the Office of Inspector General has recently informed the City that they are not interested in accommodating the City's request to provide Inspector General services to the City at this time. Historically, the Internal Affairs Division has only

conducted investigations relating to Miami Beach Police Department personnel. The addition of the one police sergeant assigned to the Internal Affairs Division provides us with the ability to create a public corruption unit that will conduct investigations relating to Miami Beach employees citywide. I will be recommending including this additional sergeant position on a permanent basis during the FY 2013/2014 budget process.

As you know, Maria Poncel had accepted an offer with another employer and would be separating from the City. However, Ms. Poncel has agreed to stay through June 2013 on a part-time status as the City continues to recruit for the permanent Economic Development Division Director.

The organization continues to experience a number of changes that often require the realignment of supervisory responsibilities. Rest assured, as the interim City Manager, I remain committed to ensuring that our residents, businesses and visitors continue to receive the highest levels of service.

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


KGB/CG