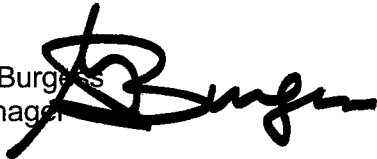


Memorandum



DATE: March 16, 2007

TO: Honorable Carlos Alvarez, Mayor

FROM: George M. Burgess
County Manager 

SUBJECT: Retirement from County Service – Diane O'Quinn Williams

Planning and Zoning Director Diane O'Quinn Williams has announced her retirement from County service effective June 1, 2007. Diane has spent 35 years with Miami-Dade County. I want to thank her for her service and dedication throughout this time. Although Diane is not leaving until June 1st, I am commencing with a national recruitment immediately. I wish her much success in her future endeavors.

- c: Honorable Chairperson Bruno A. Barreiro and Members, Board of County Commissioners
Honorable Harvey Ruvin, Clerk, Circuit and County Courts
Honorable Joseph P. Farina, Chief Judge, Eleventh Judicial Circuit
Honorable Katherine Fernandez-Rundle, State Attorney
Honorable Bennett Brummer, Public Defender
Murray A. Greenberg, County Attorney
Assistant County Managers
Department Directors
Marvin O'Quinn, President, Public Health Trust
Robert Meyers, Executive Director, Commission on Ethics and Public Trust
Christopher Mazzella, Inspector General
Charles Anderson, Commission Auditor



March 15, 2007

George Burgess, County Manager
Miami-Dade County
111 NW 1 Street
Miami, Florida 33128

Dear Mr. Burgess,

As you know I recently celebrated my 35th year as an employee of Miami-Dade County. It has been my privilege to have worked for the citizens of this county for this period of time and to have worked alongside many wonderful professionals. With a great sense of pride and accomplishment I now tender this letter announcing my retirement beginning June 1, 2007.

My career began in 1972 in a clerical role in what was then the Building and Zoning Department. The County offered me many opportunities that culminated in my being appointed Director of the Department of Planning and Zoning in 2001. My DP&Z staff has worked in an outstanding and innovative manner to provide our planning and zoning services to our citizens. Together we have promoted smart growth through the creation of new mixed-use Urban Centers, advanced legislation to assist in the timely construction of charter and public schools, brought our land supply data analysis into a new era with technological solutions, and made our zoning process accessible and transparent for the citizens through web-based information and on-line zoning services. My staff remains eager and committed to carry on what we have begun.

One project that I regret not being able to complete is the Zoning Code ReWrite project, a very important project for the quality of the urban development of the county. This project, if adopted, will set the course for future smart growth of our county in the manner that has been envisioned by us all. I trust that this project will continue toward its conclusion in a timely manner and I am available to assist staff as a resource should that be needed.

I would like to especially recognize and thank my three Assistant Directors: Al Torres, Subrata Basu and Benigna Marko who, with their experience and professional capabilities perform miracles every day. Additionally, I would like to thank my secretary Cristy Roman for her always pleasant personality, invaluable assistance and friendship over the many years we have worked together. These four individuals are truly models of excellence.

With sincerest regards,

Diane O'Quinn Williams
Director

- ADA Coordination
- Agenda Coordination
- Animal Services
- Art in Public Places
- Audit and Management Services
- Aviation
- Building
- Building Code Compliance
- Business Development
- Capital Improvements Construction Coordination
- Citizens' Independent Transportation Trust
- Commission on Ethics and Public Trust
- Communications
- Community Action Agency
- Community & Economic Development
- Community Relations
- Consumer Services
- Corrections & Rehabilitation
- Cultural Affairs
- Elections
- Emergency Management
- Employee Relations
- Empowerment Trust
- Enterprise Technology Services
- Environmental Resources Management
- Fair Employment Practices
- Finance
- Fire Rescue
- General Services Administration
- Historic Preservation
- Homeless Trust
- Housing Agency
- Housing Finance Authority
- Human Services
- Independent Review Panel
- International Trade Consortium
- Juvenile Assessment Center
- Medical Examiner
- Metro-Miami Action Plan
- Metropolitan Planning Organization
- Park and Recreation
- Planning and Zoning**
- Police
- Procurement Management
- Property Appraiser
- Public Library System
- Public Works
- Safe Neighborhood Parks
- Seaport
- Solid Waste Management
- Strategic Business Management
- Team Metro
- Transit
- Task Force on Urban Economic Revitalization
- Vizcaya Museum And Gardens
- Water & Sewer