


Memorandum



DATE: February 27, 2007

TO: Honorable Carlos Alvarez
Mayor

FROM: George M. Burgess
County Manager 

SUBJECT: County Manager's Office - Staff Assignments

As discussed, I am pleased to announce that I am appointing Ian H. Yorty as Assistant County Manager overseeing the County's internal and general government operations effective Monday, March 5. Ian has been with the County for nearly 10 years, most recently serving as the County's Tax Collector (resume attached). From this experience, as well as while working in the Finance Department and the Office of Strategic Business Management, Ian brings with him a wealth of financial expertise and a solid knowledge of the County's internal and financial processes.

Also joining the team is Ms. Ysela Llort, who will serve as my Assistant County Manager over Transportation effective March 19. Ms Llort is a qualified and seasoned transportation professional with more than 22 years of experience in this field. Most recently she served as Assistant Secretary for Intermodal Systems Development at the Florida Department of Transportation. She has a strong national reputation and is an outstanding addition to the County Team. Her resume is attached.

An updated table of organization for my office will be released by the end of the week. I want to thank the members of my immediate team for their support over these past months while assuming additional responsibilities. They truly have gone above and beyond.

If you have any questions, please call me directly at 305-375-1880.

Attachments

C: Honorable Chairman Bruno A. Barreiro and Members,
Board of County Commissioners
Honorable Bennett Brummer, Public Defender
Honorable Joseph P. Farina, Chief Judge, Eleventh Judicial Circuit
Honorable Katherine Fernandez-Rundle, State Attorney
Murray Greenburg, County Attorney
Denis Morales, Chief of Staff, Office of the Mayor
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
Office of the Mayor staff
County Manager's staff
Department Directors

Ian H. Yorty

150 NE 45 Street, Miami, FL 33137

Tel: (305) 572-1333

Email: theyortys@bellsouth.net

QUALIFICATIONS SUMMARY:

- ◆ Executive level management and operations – 200 + employees / \$20 million budget
- ◆ Financial operations – collection & distribution of over \$4 billion in local tax revenues
- ◆ Financial forecasting, municipal financing, tax increment financing & budget analysis
- ◆ Financial systems - tax collection & billing, general ledger, budgeting, Active Strategies
- ◆ Public / Private partnerships, large scale project negotiations and development
- ◆ Intergovernmental Affairs – legislative planning & analysis – State & Local level
- ◆ Strong leadership, strategic planning, performance measures & change management
- ◆ Personnel management, labor relations, consensus building & succession planning
- ◆ Customer service and marketing
- ◆ Over ten years local government management experience
- ◆ Excellent verbal, written, and presentation skills

PROFESSIONAL EXPERIENCE:

Miami-Dade County Tax Collector

Finance Department

Miami-Dade County, Miami, Florida

March 2003 – Present

- ◆ Oversee and direct all policy, management and operational aspects of the County's Tax Collector's Office – a large customer service and operational organization responsible for carrying out state and local duties including property tax collection and distribution on behalf of all local taxing authorities including all municipalities, the Miami-Dade County School Board, special district state agencies, and the Board of County Commissioners. *Over \$4 billion in annual property taxes collected.*
- ◆ As an outsource agent of the State Department of Highway Safety and Motor Vehicles, and the State Wildlife Commission, responsible for the issuance of motor vehicle and vessel titles and registrations, trucking permits, mobile homes registrations; collection and remittance of sales tax for vehicle and vessel transactions, providing oversight of the County's twenty-five private auto tag agencies; and processing and issuing hunting and fishing licenses and permits. *Over 2 million registered vehicles in the County.*
- ◆ Responsible for local tourist tax (bed and food & beverage) collection, distribution, enforcement and financial forecasting. *Over \$80 million in annual tourist taxes.*
- ◆ Responsible for Local Business Tax collection, distribution and enforcement of all businesses doing business in the County. *Over 182,000 registered businesses & \$18 million annual business license taxes.*
- ◆ Conduct the annual tax certificate sale – the County's largest internet tax certificate sale for delinquent property taxes. *Over \$165 million tax certificates sold annually.*
- ◆ Prepare annual legislative request package pertaining to state and federal initiatives.
- ◆ Provide direct support to the County Manager on various special projects including planning and negotiating with the Florida Marlins, L.P. to develop and construct a new Major League Baseball stadium.
- ◆ Analyze and negotiate various agreements among the County, local municipalities and public-private partnerships.

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Executive Assistant to Finance Director

February 2001 – March 2003

Finance Department

Miami-Dade County, Miami, Florida

- ◆ Assisted the Finance Director in all operational areas of the department including the Bond Administration, the Controller's Division, Tax Collector's Office, and Cash Management
- ◆ Coordinated and developed Finance Department goals, objectives and prepared management reports: Department Business Plan, Quarterly Management Reports, Performance Measures, Efficiency and Competition Commission projects, and strategic planning activities.
- ◆ Developed and monitored departmental operating budget (\$33 million) and capital projects budget (\$1.2 million).
- ◆ Developed and coordinated the Tax Collector Reinvention Plan, a top to bottom organizational review including reorganization, review of management structures, revenue enhancement, culture change, customer service initiatives, technological enhancement, employee development, and succession planning.
- ◆ Analyzed County tourist taxes, debt capacity, and financing of capital projects.
- ◆ Performed short-term and long-term revenue forecasts, debt capacity forecasts and preparation of special financial reports and presentations (i.e. Bond Rating Agency Presentations).
- ◆ Served as acting Assistant Tax Collector on an interim basis; responsible for all daily operational, management and supervisory matters of the Tax Collector's Office.

Budget Analyst 2

April 1999 – February 2001

Office of Management and Budget

Miami-Dade County, Miami, Florida

- ◆ Provided budgetary and fiscal management support and oversight to departments including budget development (operating & capital), expenditure and revenue projections, quarterly reporting, contract negotiations, efficiency project development and review.
- ◆ Provided direct budget analysis and support to the following departments: Finance Department; Aviation Department; Performing Arts Center of Greater Miami; the Office of the County Manager; the Office of the Mayor; Medical Examiner, Department of Cultural Affairs, and Cultural Programs as well as Tourist Tax analysis.
- ◆ Developed in conjunction with assigned departments, activity and performance based budgeting to achieve enhanced levels of service and efficiency evaluated by performance measures.
- ◆ Assisted County Manager's Office in collecting and analyzing various types of departmental information and data; provide staff support for the Mayor's roundtable to encourage cooperation and understanding among the municipalities in the County.

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Management Consultant

June 1998 – April 1999

Audit and Management Services Department
Miami-Dade County, Miami, Florida

- ◆ Provided staff support in the capacity of a management consultant by conducting organizational reviews, management analysis, process, control and contract reviews upon request by the County Manager.
- ◆ Assisted in streamlining the Miami-Dade Water and Sewer Department by conducting an organizational review, comparative surveying of peer utility organizations, management interviews, process and service reviews, and future needs assessment.
- ◆ Conducted a contract review of Miami-Dade County Water and Sewer Department's use of general engineering consultant contracts including compliance issues, fiscal analysis, and contract project management.

Management Trainee

July 1997 – June 1998

Office of the County Manager
Miami-Dade County, Miami, Florida

- ◆ Selected for a one year position with Miami-Dade County to be trained and exposed at senior management levels by way of ten-week rotations in major county departments including:
- ◆ Aviation Department Project: Analyzed the Airport's financial structure which consists of the Port Authority Properties and Aviation Development Fund;
- ◆ General Services Administration Department Projects: Special projects, contract bidding process, inventory of county owned and leased properties and Year 2000 project (Y2K);
- ◆ Sea Port Department Projects: Marketing performance contracting and legislative Sunset Review;
- ◆ Office Management and Budget Project: Budget development and analysis.

Municipal Management Advisor

April 1995 – July 1997

United States Government / Peace Corps, Oroshaza, Hungary

- ◆ Provided municipal management advisement to a region of 15 local governments
- ◆ Developed a two year strategic work plan with six month reports and impact indicators
- ◆ Directly assisted in securing additional tax revenues for the City of Oroshaza through a utility tax initiative directed at the newly privatized telecommunications industry.
- ◆ Served as a technical advisor in implementing performance based budgeting for the City during a one year Program Budgeting project organized by the Hungarian Ministry of Finance and the United States Agency for International Development (USAID).
- ◆ Developed in collaboration with the International City/County Management Association an Economic Development Program for local governments in southeastern Hungary.
- ◆ Created an alternative approach for solid waste management in southern Bekes County through a proposal for a waste transfer station and contracting out for services.
- ◆ Developed a Local Environmental Assessment Program in southeastern Hungary, a national project created by the Hungarian Ministry of Environment and USAID.

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EDUCATION AND TRAINING:

Driving Government Performance – Executive Education, November 2006

Harvard University, John F. Kennedy School of Government

Certified Florida Tax Collector, State of Florida, 2003 – Present

Certified by the Florida Department of Revenue and approved by Governor Jeb Bush, State of Florida

The University of Veszprem, Veszprem, Hungary, 1995

Completed an intensive twelve-week training program that emphasized cross-cultural adaptation, Central European politics and business, and the Hungarian language

Master of Public Administration, 1994

Missouri State University, Springfield, MO

Proyecto Linguistico Francisco Marroquin, Antigua, Guatemala, 1992

Completed a twelve-week total immersion Spanish language and Latin American culture program

Bachelor of Arts, Political Science, 1991

University of Missouri, Columbia, MO

Liberal Arts major in Political Science with emphasize in Management and Business Law

Ysela Llorc
4799 Highgrove Road
Tallahassee, Florida 32308

Work: (850) 414-5235
e-mail: ysela.llorc@dot.state.fl.us

Experience:

Assistant Secretary for Intermodal Systems Development, Florida Department of Transportation (October 2003 to Present)
Key position at the highest executive level with the Florida Department of Transportation. Responsible for the delivery of a \$9 billion annual transportation program. Responsible for the executive management and generation of the Intermodal Systems Development Program which includes the following offices: Office of Policy Planning, Systems Planning Office, Transportation Statistics Office, Aviation Office, Rail Office, Seaports Office, Transit Office and Environmental Management Office. Formulates transportation policies and priorities to produce the Department's Annual Capital Improvement Plan. Facilitates the development of consensus among private stakeholders relative to transportation priorities and funding of same. Lead advisor to the Secretary of Transportation on multimodal transportation policy. Responsible for the development of long range and strategic planning and performance monitoring for the agency. Responsible for the Strategic Intermodal System plan and program. Represents the department with the Governor, Legislature, the Florida Transportation Commission, state and federal agencies, Metropolitan Planning Organization, local government, and special interest groups.

Deputy Assistant Secretary, State Transportation Planner, Florida Department of Transportation (August 1994 to October 2003)
Responsible for the executive management and operation of the Department's planning and environmental programs including oversight of the Office of Policy Planning, Systems Planning Office, Environmental Management Office, and the Transportation Statistics Office, as well as coordination of district planning and environmental programs. Formulates transportation policies and priorities to guide the agency's multi-billion annual capital improvement plan. Facilitates development of consensus among public and private transportation stakeholders relative to transportation priorities. Recommends multimodal transportation policy to the Secretary of Transportation. Responsible for the development of long range and strategic planning and performance monitoring for the agency. Serves as the lead policy advisor on federal legislative matters. Serves as a member of the Executive Committee, which is the Department's policy making body. Represents the Department as liaison with the Governor, the Legislature, the Florida Transportation Commission, state and federal agencies, Metropolitan Planning Organizations, local governments, and special interest groups.

