Date: March 7, 2012

Memorandum

MIAMI-DADE COUNTY

To: Honorable Chairman Joe A. Martinez
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor

Subject: Mayoral Appointment
Director – Sustainability, Planning and Economic Enhancement and Permitting, Environment and Regulatory Affairs

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Pursuant to the authority vested in me under the provisions of Section 2.02-D of the Miami-Dade County Home Rule Charter, effective immediately I hereby appoint Mr. Jack Osterholt Directors of both the Departments of Sustainability, Planning and Economic Enhancement (SPEE) and Permitting, Environment and Regulatory Affairs (PERA). This dual appointment shall serve to provide business continuity for the two entities until the Board considers their merger into a Regulatory and Economic Resources (RER) Department as part of the Fiscal Year (FY) 2011-12 mid-year budget amendment. Mr. Osterholt is well qualified to fulfill the responsibilities of both of these roles, and the requirements of Section 5.07 of the Miami-Dade County Home Rule Charter have been met as reflected in his resume (attached).

As you are aware, Mr. Osterholt has been serving the dual role of Interim Director of the SPEE Department in addition to continuing in his capacity as Deputy Mayor over the County's Economic Development portfolio. As Deputy Mayor, I tasked Mr. Osterholt with the identification of specific initiatives that would facilitate economic development in Miami-Dade County. Since that time, Mr. Osterholt has been working with members of the land development community and County staff to address improvements to our permitting and land development processes through an informal Development Process Advisory Group. While this group's work is tackling a variety of issues including code and administrative reviews, it has become apparent that while this County has long attempted to create a "one-stop shop" for permitting functions, this has never truly become a reality. The Permitting and Inspection Center (PIC) in West Dade has made great strides in physically consolidating many of entities involved in the permitting process, but this location has never truly housed them all, nor, more importantly, have these entities ever reported to a single Director who would be responsible and accountable for expeditious delivery of all of the service elements involved in permitting and land development.

After several months of overseeing both SPEE and PERA and meeting with the development community, it is clear that a real vision for Economic Enhancement on both the permitting and land development fronts is to house these functions within one entity. This new entity would be called the Department of Regulatory and Economic Resources and would include divisions for Construction, Permitting and Building Code and Development Services. Construction, Permitting and Building Code will continue to be headed by Mr. Charlie Danger as our Building Official. Mr. Danger currently manages the PIC and the proposed Table of Organization for the new Department would keep the PIC under his stewardship but would add sections for Environmental, Public Works, and Water and Sewer plan reviews. As the Board is aware, time to construction is the number one complaint from our development community; while these sections have always played a significant role in the County's permitting function, having these plan reviewers reporting directly to one supervisor at the PIC is key to improving our turn-around times. This move is the most effective control that this County has in assisting the development community perform its function, a function that we know has historically been the single most important economic generator in this region. It is my hope that this consolidation will truly and finally make the PIC the "one-stop shop" that it was always intended to be.

Hand in hand with the consolidation at the PIC is the creation of a Development Services division under Mr. Eric Silva. This group will contain our former Zoning and Community Design services but will also expand to include the functions for Platting and Concurrency currently housed in Public Works and Waste

Management (PWWM). Like the plan reviewers at the PIC, platting and concurrency reviews are instrumental in the land development process. Consolidating the reporting relationships of these sections under a "Development Manager" will make the Development Services division the perfect counterpart to the PIC as the "one-stop shop" for all pre-construction land development activities. Like the PIC, this group will be directly accountable for improved turn-around times for zoning and concurrency reviews. Following on this administrative alignment of the reporting relationships, the Development Process Advisory Group is reviewing the code and will be proposing amendments to Chapter 33 for the Board's consideration that will compress outdated administrative and hearing requirements. Together, these changes will improve our development communities' time to construction, thus further optimizing the economic benefits to this County associated with land development activities.

On the business side, the creation of SPEE had already merged the County's small business, consumer services, and economic development and trade activities. Within the new department, these groups will continue to be housed under one Business Affairs division under the continuing leadership of Mario Goderich. Mr. Goderich has been tasked with reviewing the obstacles to getting into business in Miami-Dade County –a long standing priority of the Board. The FY 2012-13 proposed budget will include recommendations for repurposing existing positions within the Business Affairs division so that the County's role can be optimized as a facilitator of business in this region.

The new Regulatory and Economic Resources Department will also house existing planning functions at SPEE under Mr. Mark Woerner's leadership in a Planning division. This group will continue to house units for comprehensive planning, sustainability, research, and historic preservation. Mr. Woerner is already working with the Development Process Advisory Group to compress time frames associated with the Comprehensive Development Master Planning (CDMP) process in light of the changes at the State last year.

Under a Regulatory and Economic Resources Department, Environmental Resource Management, previously housed at PERA, will also continue its traditional functions under Mr. Lee Hefty's leadership. Mr. Hefty is also working with the Development Process Advisory Group for recommendations related to his division, with a similar view towards streamlining outdated processes in order to maximize the economic benefits of land development and business functions in this community.

I would like to thank Mr. Osterholt, the staff of SPEE and PERA, and our land development partners for the contributions that they are making towards streamlining the County's business and land development processes. I look forward to their subsequent recommendations and the Board's favorable review of same.

Attachment

c: Honorable Harvey Ruvin, Clerk of the Courts
Robert A. Cuevas, Jr., County Attorney
Office of the Mayor Senior Staff
Department Directors
Charles Anderson, Commission Auditor

B. Jack Osterholt, Deputy Mayor

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PROFESSIONAL EXPERIENCE

Office of the Mayor, Miami-Dade County, FL
August 1, 2011 to present

Deputy Mayor
After the election of Mayor Carlos Gimenez, Mr. Osterholt was invited to join the Mayor's staff as Deputy Mayor. He is responsible for economic development policy, planning and land development regulation, environmental permitting and regulation, and building and code enforcement. He is also responsible for the County's efforts in sustainability, and liaison with the airport and seaport. Mr. Osterholt is part of a management team to assist the Mayor in the day-to-day operation of County business.

South Florida Regional Council
December, 2010 to August, 2011

Executive Director
Mr. Osterholt was asked to assume the management of the Regional Council after the loss of the Council's director in November, 2011. This was Jack's second stint as the Council's Executive Director. His focus was on broadening the Council's work program, and improving the financial stability of the Council. During his short eight months tenure, the Council was awarded the one of 47 HUD Sustainable Communities grants in the country in coordination with the Treasure Coast Regional Planning Council.

Osterholt Consulting, Inc.
November, 1997 to December, 2010

President
Mr. Osterholt formed a company to provide his skills in strategic planning, governmental operations, finance, program design and implementation, growth management, public budgeting, and issue management to a range of public and private clients. He has a balanced client list of both public agencies, and private corporations.

Broward County
August, 1991 to October, 1997

County Administrator
As County Administrator of Broward County, Mr. Osterholt served as chief executive officer of the second largest County in Florida. He was responsible to an elected board of seven County Commissioners for the day to day operations of the County including the staff of nearly 6,700 and an annual budget of over $1.8 billion. During his tenure as the County's CEO, Mr. Osterholt was responsible for a variety of projects such as overseeing the planning and preparation for, and early implementation of the $1 billion expansion of the International Airport; the largest expansion of Port Everglades since its inception; the creation of two innovative public-private partnerships. The first was working with the business and arts communities to find

innovative funding strategies to construct and operate the Broward Performing Arts Center, and the second was between the County and the Florida Panthers Hockey Club leading to the funding of and design for the Broward County Arena; and creating the programs and vision that lead to the funding, design and future operation of the Broward County Homeless Assistance Center.

South Florida Regional Planning Council
April, 1986 to August, 1991

Executive Director
As Executive Director of the South Florida Regional Planning Council, a planning and public policy agency serving Broward, Dade, and Monroe counties, Mr. Osterholt was responsible to a 19-member board for the operation of the Council staff. The Council's responsibilities include developing and implementing a regional plan, operating the Development of Regional Impact process, and research and coordination on a broad range of regional issues and policies.

Executive Office of the Governor, Office of Planning and Budgeting
July, 1979 to April, 1986

Head of Strategic Planning Unit
Policy Coordinator
Deputy Director
Mr. Osterholt held several positions while a member of Senator, then-Governor Bob Graham's staff beginning in 1979. He headed the team of staff that was responsible for redesigning Florida's planning, policy, budgeting, and evaluation processes. This included being the principal architect of Florida's State Plan, which was passed by the Legislature during the 1985 session. The State Plan, the first of its type in the country to be adopted into law, now serves as one of the guiding principles used to direct the State's budget. Serving as Deputy Director of the Office of Planning and Budgeting, Mr. Osterholt had managerial responsibility for a staff of over 130, and was responsible to the Director for a full range of planning, policy, budgeting, and evaluation activities.

St. Matthews Dodge, Inc.
December, 1977 to July, 1979

President
After the death of his father, Mr. Osterholt assumed the role of Chief Executive Officer of an automobile dealership in the Louisville, Kentucky metropolitan area. He operated the corporation with assets totaling over $1.1 million and seventy employees until he sold the business as part of an overall trust development plan.

South Florida Regional Planning Council
February, 1974 to December, 1977

Senior Regional Planner
Director of Information and Research
Mr. Osterholt served as a member of the staff to the Regional Planning Council in several capacities, including Senior Regional Planner and Manager of the Council's Coastal Zone Management Program. As Director for

Information Research, Mr. Osterholt was responsible to the Executive Director for a staff of ten professionals and part of a two-person team that managed and operated the agency on a daily basis.

Louisville and Jefferson County Planning Commission
September, 1970 to September, 1972

Planning Specialist
As a member of the planning staff of this combined citycounty planning, building, and zoning agency, Mr. Osterholt was involved in a broad range of planning activities. He participated in the development of the first adopted Comprehensive Plan for the area.

EDUCATION

Georgia Institute of Technology, Masters in CityPlanning
University of Louisville, BA