

Memorandum

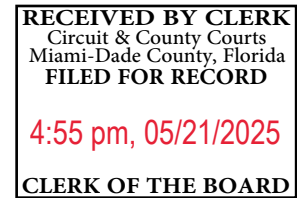


Date: May 2, 2025

To: Honorable Chairman Anthony Rodriguez
and Members, Board of County Commissioners

From: Daniella Levine Cava
Mayor

A handwritten signature in blue ink that reads "Daniella Levine Cava".



Subject: Mayoral Appointment - Director of the Water and Sewer Department

Pursuant to the authority vested in me under Section 2.02(C) of the Miami-Dade County Home Rule Charter, I hereby appoint Jay Fink to the position of Director of the Water and Sewer Department (WASD), effective Monday, June 2, 2025.

Jay Fink has over 30 years of municipal experience, serving in leadership roles throughout his career. Most recently, he served as the Deputy Director of Public Works for the City of Miami Beach where he led significant projects such as upgrading the Stormwater Master Management Plan by incorporating flooding projections. Fink also had a distinguished career in Massachusetts where he was the Commissioner of Public Works for the City of Worcester, the second largest city in New England. He was responsible for implementing a capital program to modernize water, sewer, and storm water infrastructure that dated back to the 1800s, a process he led that prioritized investments by greatest environmental benefit while maintaining affordability for the rate payers. He held similar positions in the cities of Lynn and Quincy and was the Utilities Director for the City of Newton.

Fink holds a Bachelor of Science in Civil Engineering, Cum Laude, from Northeastern University and a Master of Science from Tufts University. He is a registered Professional Engineer in the State of Florida and Commonwealth of Massachusetts. A copy of his resume is attached for your reference.

I want to express my gratitude to Amanda Kinnick for serving so well as the Department's Interim Director since January of this year. Please join me in welcoming Director Jay Fink while also thanking Amanda Kinnick for her continued service.

Attachment

c: Geri Bonzon-Keenan, County Attorney
Gerald Sanchez, First Assistant County Attorney
Jess McCarty, Executive Assistant County Attorney
Office of the Mayor Senior Staff
Department Directors
Yinka Majekodunmi, Commission Auditor
Basia Pruna, Director, Clerk of the Board

JAY J. FINK, P.E.

Proven strategic leader with over 30 years of municipal public works experience. Demonstrated team orientated management philosophy that has consistently met or exceeded the goals and objectives of the administration. Proactive innovative approach directed at expecting the unexpected, rapidly solving tactical problems/challenges, and implementing sustainable strategies.

CONTACT



JayJFinkPE@comcast.net

EDUCATION

Master of Science in Civil Engineering

Tufts University

Bachelor of Science in Civil Engineering

Northeastern University

LICENSURE

Registered Professional Engineer
Commonwealth of Massachusetts
License #36776

Registered Professional Engineer
State of Florida
License #62037

EXPERIENCE AND HIGHLIGHTS

DEPUTY DIRECTOR | 2024 - PRESENT

ASSISTANT DIRECTOR | 2012 - 2020

Department of Public Works, City of Miami Beach, FL

- Responsibilities: Public Facilities, Water, Sewer, Stormwater, Engineering, Fleet Management, GIS, Sanitation, Solid Waste, Streets, Street Lighting, Greenways, Emergency Response
- Assisted with the direction of a \$160 million operating budget
- Assisted with the management of a staff of 354 personnel
- Involved with the development and adoption of the City's Stormwater Management Master Plan incorporating sea level rise projections
- Directed Fleet Management, Property Management, and Sanitation Divisions during leadership transitions and vacancies
- Created a Flood Mitigation Plan to utilize portable pumps and dams during King Tides to abate roadway and property flooding
- Participated in the reaccreditation of the department in 2015 and 2019 by the American Public Works Association
- Served in the Emergency Operation Center for the Unified Command during Hurricane Irma in 2017 and successfully orchestrated the reimbursement submittal to FEMA for \$12 million

COMMISSIONER | 2020 - 2024

Department of Public Works & Parks, City of Worcester, MA

- Responsibilities: Water Supply and Treatment, Sewer, Stormwater, Streets, Street Lighting, Parks, Sanitation Collection, Parking and Enforcement, Engineering, Snow and Emergency Response
- Directed a \$113 million operating budget
- Managed a staff of 477 full time personnel plus seasonal employees
- Directed the Engineering Division with the vacancy of the top management positions due to post Covid opportunities
- Deployed a fleet of 350 pieces of equipment to address winter snowstorms for the second largest city in New England
- Annual capital projects include \$13 million in water and \$11 million in sewer and drainage infrastructure rehabilitation and replacement as well as \$17 million in roadway reconstruction
- Reduced the cost of recycling processing through a progressive approach including an educational campaign to reduce curbside contamination

COMMISSIONER | 2004 - 2012

Department of Public Works, City of Lynn, MA

- Responsibilities: Roadways, Parks, Cemetery, Recreation, Solid Waste, Central Garage, Engineering, Snow and Emergency Response
- Directed a \$9 million operating budget with a staff of 55 personnel
- Negotiated and administered contracts relating to construction, materials, services, and personnel
- Capital projects included intersection safety improvements, arterial reconfiguration and alignment improvements, cemetery expansion

MDC002

JAY J. FINK, P.E.

CERTIFICATIONS

FEMA National Incident Management System (NIMS), ICS-100, 200, 300, 700

Debris Management, Florida

Evacuation and Re-Entry Planning, Florida

Water Supply Facilities Operator, Massachusetts

Wastewater Treatment Facilities Operator, Massachusetts

Collection Systems Operator, New England Water Environment Assoc.

Stormwater Management Inspector, Florida DEP

Effective Supervisory Training

Supervisor Reasonable Suspicion

Heartsaver First Aid CPR AED

ACOLADES

TOP TEN PUBLIC WORKS LEADER OF THE YEAR, American Public Works Association, 2024

SUSTAINABILITY LEADERSHIP AWARD, Casella Waste Systems, Inc., 2023

CERTIFICATE OF APPRECIATION, Hurricane Dorian preparation, City of Miami Beach, September 12, 2019

COMMITMENT TO LYNN AWARD, Lynn Area Chamber of Commerce, December 6, 2006

EXPERIENCE AND HIGHLIGHTS (cont.)

VICE-CHAIR OF OPERATIONS | 1998 - 2012, 2020 - 2024

Massachusetts Water Resources Authority Advisory Board

- Served as a municipal representative
- Elected to Executive Committee
- Elected to Vice-Chair of Operations
- Served as the Chairman of the Infiltration/Inflow Task Force created to "develop goals and implementation strategies that will reduce infiltration/inflow to optimize local and regional sewer service"; members included municipalities, MWRA watershed organizations, and regulatory agencies.

COMMISSIONER | 2002 - 2004

Department of Public Works, City of Quincy, MA

- Responsibilities: Water, Sewer, Stormwater, Traffic Control, Engineering, Parking, Streets, Residential Trash/Recycling Collection, Yard Waste Collection and Processing, Vehicle Maintenance, Public Buildings, Snow and Emergency Response
- Directed a \$32 million operating budget and staffing of 170 personnel
- Developed and implemented expense cutting measures to meet budgetary constraints 8 months into a fiscal year after overtime line items had been allowed to exceed budgeted amounts by 43 and 94 percent in two of the largest divisions
- Initiated an audit of expenses revealing that fiscal carryovers had amassed to \$4.5 million
- Implemented budget cuts, reduced staffing levels, revised and rebid service contracts including roadway reconstruction and snow plowing operations, while increasing service levels
- Developed sustainable water and sewer rate structures after multiple years of revenue deficit due to unforecasted declining usage
- Capital projects included infrastructure replacement, marsh restoration, a public/private 27 hole golf course in conjunction with a landfill closure plan using harbor tunneling project slurry, and a new high school

UTILITIES DIRECTOR | 1998 - 2002

Department of Public Works, City of Newton, MA

- Responsibilities: Water, Sewer, Storm Drainage, Emergency Response
- Directed a \$27 million operating budget with a staff of 58 personnel
- Oversaw a \$17 million sanitary sewer rehabilitation and separation of a 100 plus year old underdrain system eliminating groundwater entry
- Capital projects included \$1 million annual water main replacement and rehabilitation project and sewer replacement through a golf course
- Represented the City on regulatory compliance and enforcement issues including consent order compliance associated with chronic sewer overflows and NPDES reporting.