

# MIAMI BEACH

## City Commission Meeting

### ADDENDUM MATERIAL 1

City Hall, Commission Chamber, 3rd Floor, 1700 Convention Center Drive

April 27, 2016

Mayor Philip Levine  
Commissioner John Elizabeth Alemán  
Commissioner Ricky Arriola  
Commissioner Kristen Rosen Gonzalez  
Commissioner Michael Grieco  
Commissioner Joy Malakoff  
Commissioner Micky Steinberg

City Manager Jimmy L. Morales  
City Attorney Raul J. Aguila  
City Clerk Rafael E. Granado

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#### ATTENTION ALL LOBBYISTS

**Chapter 2, Article VII, Division 3 of the City Code of Miami Beach entitled "Lobbyists" requires the registration of all lobbyists with the City Clerk prior to engaging in any lobbying activity with the City Commission, any City Board or Committee, or any personnel as defined in the subject Code sections. Copies of the City Code sections on lobbyists laws are available in the City Clerk's office. Questions regarding the provisions of the Ordinance should be directed to the Office of the City Attorney.**

#### ADDENDUM AGENDA

##### R7 - Resolutions

- R7C A Resolution Consenting To The Appointment Of Cintya G. Ramos As The Director Of The Budget And Performance Improvement Director For The City Of Miami Beach.  
(Human Resources)

##### R9 - New Business and Commission Requests

- R9G Discuss A Resolution In Support Of The Lotus Village Project, Which Will Provide Much Needed Additional Capacity For Lotus House, And Women, Youth And Children Experiencing Homelessness, As Well As Expanded Support Services, Such As Health Clinic And Wellness Center Serving Lotus House And Its Overtown Neighborhood.  
(Requested by Commissioner Joy Malakoff)

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<sup>1</sup> The sponsor of the addendum agenda item deems that such item either constitutes a public emergency affecting life, health, property, or public safety and should be considered immediately; or does not constitute a public emergency, but should be considered immediately. See Miami Beach Code Sec. 2-12 (c)(3).

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# MIAMI BEACH

City of Miami Beach, 1700 Convention Center Drive, Miami Beach, Florida 33139, www.miamibeachfl.gov

## COMMISSION MEMORANDUM

TO: Mayor Philip Levine and Members of the City Commission

FROM: Jimmy L. Morales, City Manager

DATE: April 27, 2016

SUBJECT: **A RESOLUTION OF THE MAYOR AND THE CITY COMMISSION OF THE CITY OF MIAMI BEACH, FLORIDA, CONSENTING TO THE APPOINTMENT OF CINTYA G. RAMOS AS THE DIRECTOR OF THE BUDGET AND PERFORMANCE IMPROVEMENT DEPARTMENT FOR THE CITY OF MIAMI BEACH.**

### ADMINISTRATION RECOMMENDATION

Pursuant to the requirements of Article IV, Section 4.02 of the City Charter, it is recommended that the Mayor and the City Commission adopt the attached resolution consenting and confirming Cintya G. Ramos as the Director of the Budget and Performance Improvement Department for the City of Miami Beach.

### ANALYSIS

The Budget and Performance Improvement Director reports directly to the City Manager and is a critical member of the senior management of this City. We have been very fortunate to have outstanding directors in recent years (Kathie Brooks and John Woodruff), and I am confident that Cintya Ramos will continue that tradition.

Cintya is a graduate of the Wharton School at the University of Pennsylvania, and has a Masters in Management and International Business from Villanova University. She brings an interesting mixture of public and private experiences that make her an excellent fit for our culture of working together to get things done. For the past six years, she has worked for the City of Philadelphia, Pennsylvania. She started as a Capital Budget and Program Analyst managing the budget for 12 City departments, totaling approximately \$1.5 billion. She then rose up the ranks, serving as Assistant Budget Director, and then promoted to Deputy Budget Director. During her tenure, she was charged with writing Philadelphia's Five-Year Financial and Strategic Plan for a total all funds budget of \$8.1 billion, managing the City's budget hearing process, and guiding citywide performance management efforts. She also oversaw the implementation of a new budgeting software system, which is particularly relevant as we roll out our new Munis and Energov platforms.

Not only does Cintya have the skill set and the capacity to technically succeed in this role, she also shares the culture, perspectives and demeanor that we have worked to instill in this organization. She interviewed with many members of my senior team, including all the Assistant City Managers and our CFO, and I even had our friend in San Antonio, John Woodruff, spend some time with her. There was unanimous consensus that she will continue the focus on customer service, empowerment of staff, thinking outside of the box, and getting things done in a timely fashion.

I do want to just take a moment to thank Ramon Suarez, who has served as Interim Director, and Natasha Diaz, who has served as Interim Assistant Director. They have done a tremendous job holding down the fort, and will provide an excellent leadership team to make Cintya's transition smooth and successful.

### **CONCLUSION**

The appointment of Cintya G. Ramos as the Director will ensure that the Budget and Performance Improvement Department receives the oversight and direction needed for the City to continue to efficiently and timely produce its annual budgets and work with the departments and the Mayor and Commission to ensure that the City's goals and priorities are addressed through its budgets.

Pursuant to the requirements of Article IV, Section 4.02, of the City Charter, it is recommended that the Mayor and City Commission adopt the resolution consenting and confirming Cintya G. Ramos as the Director of the Budget and Performance Improvement Department for the City of Miami Beach.

# CINTYA G. RAMOS

3949 J STREET, PHILADELPHIA, PA 19124 | (215) 570-6928 | CINTYA.RAMOS@GMAIL.COM

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City of Miami Beach  
1700 Convention Center Drive  
Miami Beach, Florida

March 1, 2016

**RE: Budget and Performance Improvement Director**

Dear Hiring Committee,

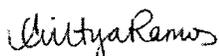
It is a pleasure to write to you and express my interest in being considered for the Budget and Performance Improvement Director position at the City of Miami Beach. I currently serve as a Deputy Commerce Director for Finance and Administration at the City of Philadelphia and I am looking for the next position in my career that will leverage my budget, finance and performance management experience. The Director position fits the goals that I have for myself on both a professional and personal level.

The main responsibilities of my current role include managing the Commerce Department's \$97.3 million operating budget as well as managing the department's daily operations including fiscal, contract, human resources and policy areas. In my previous role, I was charged with writing the City's Five-Year Financial and Strategic Plan for a total all funds budget of \$8.1 billion, managing the City's budget hearing process, and guiding citywide performance management efforts to support a transition towards program based budgeting. Throughout my time at the City of Philadelphia, I have helped influence a number of improvements including how the Budget Office manages the composition of the Five Year Plan and how the City shares budget information with the public. For example, last year the City launched its first ever open data budget site where citizens are able to see proposed and adopted budget information. I also led the Budget Office's most exciting project to date - the implementation of a new budgeting system that will significantly improve the budget process and also allow the City to transition to a program-based budget that will use performance data to evaluate the effectiveness of programs.

Outside of work, I make it a priority to be involved in my community. I currently volunteer as the Director of Finance of Sigma Lambda Upsilon/Señoritas Latinas Unidas Sorority, Inc. and serve as a general body member of the Philadelphia Chapter of ALPFA (Association of Latino Professionals for America). Both organizations strive to empower the Latino community in different ways and I am proud to be a part of those efforts. I hope to continue this work at the next city that I call home.

If given the opportunity to serve the City of Miami Beach, I will offer my results oriented experience, energy, exuberance, and dedication. Thank you for your consideration and I look forward to discussing my qualifications with you further.

Sincerely,



## CINTYA G. RAMOS

3949 J Street, Philadelphia, PA 19124 [CINTYA.RAMOS@GMAIL.COM](mailto:CINTYA.RAMOS@GMAIL.COM) (215) 570-6928

### EDUCATION

**Villanova University, School of Business, Villanova, PA** May 2013

*Master of Business Administration, Specializations in Strategic Management and International Business*

**University of Pennsylvania, Wharton School, Philadelphia, PA** May 2006

*Bachelor of Science in Economics, Concentration in Operations and Information Management*

### PROFESSIONAL EXPERIENCE

**City of Philadelphia, Philadelphia, PA**

*Deputy Commerce Director for Finance and Administration* January 2016 – present

- Responsible for managing the department's daily operations and developing a fiscal and management system for the agencies, commissions and quasi-governmental entities that report to the Director of Commerce.
- Additional responsibilities include planning, organizing, and managing the Department of Commerce fiscal and administrative functions of a \$97.3 million operating budget including contract and program monitoring; lead search for the acquisition of additional resources to expand economic development programs and formulate, recommend and implement policies and procedures for accounting, contracts, purchasing, payroll, human resources, administrative services, and information technology services. Perform all human resources functions for the department, including recruitment, training, negotiating compensation and benefits, managing employee relations and overseeing the development and maintenance of the agency's time management information system.

*Deputy Budget Director* February 2015 – January 2016

- Led implementation of new budgeting system software which will significantly enhance the efficiency and effectiveness of the budgeting process throughout the City.
- Led preparation/writing of the annual Five-Year Financial and Strategic Plan and the City's budget hearing process with City Council.
- Monitored citywide leave usage and performance measures, developed performance metrics, data collection systems, and data reporting requirements with City departments.

*Assistant Budget Director* November 2011 – February 2015

- Assisted with the preparation of the Five-Year Financial and Strategic Plan which includes policy, budget and performance data. Compiled budget/ad hoc reports and presentations to City Council and other key City officials.
- Prepared leave usage and performance measures sections for the Quarterly City Manager's Report; supported development of performance metrics and performed quality control checks for data accuracy.

*Capital Budget & Program Analyst/Budget Coordinator* November 2010 – November 2011

- Managed the capital budgets and financial transactions for 12 City Departments, total budget of approximately \$1.5 billion. Analyzed assigned department's capital budget requests to determine their conformance with City's fiscal policies and capital program, departmental functions, and historical trend; recommended modifications in requests on basis of current policies and fiscal impact; prepared a variety of ad hoc capital budget reports.
- Served as department's IT Manager which included troubleshooting, maintenance and support of department's database systems.

**Benefits Plus Consulting Group, Inc., Philadelphia, PA** September 2008 – November 2010

*Client Relationship Manager*

- Engaged in interactive dialogue with clients/prospects to determine investment objectives, current portfolio status, risk tolerance and other information necessary to craft comprehensive financial strategy; computed account performance and analyzed investment portfolio holdings; synthesized client/prospect data to develop customized financial plan/asset allocation proposal utilizing firm's software tools; provided individualized recommendations regarding client situations and their investments; developed presentation materials and proposals in obtaining individual client's business; participated/conducted client meetings.
- Composed presentations and handout material for group client meetings; enrollment counselor for short term disability and life insurance for union contract; designed and produced communications (including insurance product offerings, market news and investment updates) for current and prospective clients as part of the overall marketing initiative for the company.

**GMAC LLC, Horsham, PA** July 2006 – May 2008

*Sales Representative – Leadership Rotational Program (SEIT)*

- Analyzed, negotiated and approved auto finance applications; conducted and presented lost volume surveys at target dealerships, conducted floor plan audits, analyzed sales incentives, and assisted dealerships with auction system for used vehicles.

### PROFESSIONAL DEVELOPMENT

**Director of Finance, Sigma Lambda Upsilon/Senoritas Latinas Unidas Sorority, Inc.** April 2012 - current

Director of Finance role involves managing the regulatory, budgetary and fundraising efforts of the national organization. Duties include:

- Maintain compliance with IRS policies and regulations and sales tax-exempt status; responsible for filing National Board's necessary tax forms, documents and other related forms to the Internal Revenue Service as well as maintaining accurate files of all financial correspondence.
- Responsible for standardizing accounting and financial reporting systems and best practices for the national organization.
- Provide monthly and quarterly cash flow, revenue and expenses, and budgetary reports and perform profit/loss analysis for all National events.

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**RESOLUTION TO BE SUBMITTED**

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TO: Jimmy L. Morales, City Manager  
FROM: Joy V. W. Malakoff, Commissioner  
DATE: April 19, 2016  
SUBJECT: Resolution in support of the Lotus Village Project, which will provide much needed additional capacity for Lotus House and women, youth and children experiencing homelessness as well as expanded support services such as a health clinic and wellness center serving Lotus House and its Overtown neighborhood.

Please place the above discussion item on the Agenda for the Presentations and Awards Meeting of April 27, 2016.

If you have any questions, please contact me at extension 6622.

Thank you.

JVWM

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