



ORANGE COUNTY MAYOR

TERESA JACOBS

P.O. Box 1393, 201 SOUTH ROSALIND AVENUE, ORLANDO, FL 32802-1393
PHONE: 407-836-7370 • FAX: 407-836-7360 • Mayor@ocfl.net

November 16, 2017

To: Board of County Commissioners
From: Mayor Teresa Jacobs
Subject: Managerial Appointments
Consent Agenda – November 28, 2017

I am pleased to present the following managerial appointments for confirmation. These individuals will be outstanding additions to our management staff, and each brings unique skills and experience to their roles. These appointments will become effective the first pay period after confirmation.

Public Works Department

Ms. Christine Lofye for the Manager of the Traffic Engineering Division, Public Works Department

Ms. Lofye has over 20 years of private and public sector experience as a professional engineer in traffic engineering. She joined Orange County in 2007 as an engineer III, was promoted to project manager in 2012, and has been serving as the acting manager of the Traffic Engineering Division since April 2017. In her current role as the acting manager, she is responsible for the supervision of 64 staff, an operating budget of \$12.7 million, and a capital improvement budget in excess of \$4.6 million. Traffic Engineering Division is responsible for the accurate and timely design, implementation, and maintenance of the county's traffic signals and traffic control signs, as well as the administration of the county's traffic counts process and pavement stripping.

Ms. Lofye has a Bachelor of Science degree in Engineering with an emphasis in Civil Engineering from the University of Central Florida. She is also a Professional Engineer, licensed in the State of Florida. Ms. Lofye will begin her new role as manager of Traffic Engineering Division at an annual starting salary of \$119,766.40. Her résumé is attached for your reference.

County Administration

Ms. Kelly Finkelstein for the Manager of the Communications Division, County Administration

Ms. Finkelstein has over 17 years of marketing and public relations experience in private and public administration. Ms. Finkelstein has been serving as the acting manager for the Communications Division since April 2017. In this role, she is responsible for overseeing media relations, public relations, special events, Orange TV, and Graphics. She is also responsible for supervising a staff of 33 and a budget in excess of \$3.5 million. Prior to her current role, Ms. Finkelstein served in the Human Resources Division as a communications specialist and previously as the assistant manager of the Communications Division.

Ms. Finkelstein will begin her new role as the manager of the Communications Division at an annual salary of \$105,040. Her résumé is attached for your reference

ACTION REQUESTED: Confirmation of the following managerial appointments: Christine Lofye as Manager of Traffic Engineering Division, Public Works Department and Kelly Finkelstein as Manager of the Communications Division, County Administration.

C: Ajit Lalchandani, County Administrator
Eric Gassman, Deputy County Administrator
Jim Harrison, Director of Regional Mobility
J. Ricardo Daye, Director, Human Resources

Christine Lofye, P.E.
10720 Oak Glen Circle
Orlando, Florida 32817
407-677-0194

EDUCATION: University of Central Florida. Orlando, Florida
B.S.E. (Civil Engineering emphasis), 1989

**PROFESSIONAL
REGISTRATION:** Professional Engineer, Florida, License No. 48129

**AWARDS/
RECOGNITION:** National Roadway Safety Award, FHWA/Roadway Safety Foundation, 2015
Public Works Employee of the Year, 2015
Visionary Series leadership training graduate, 2015
FACERS Team Project of the Year, 2010

AFFILIATIONS: Institute of Transportation Engineers (ITE), member

EXPERIENCE: *Traffic Engineering Division, Public Works Department, Orange
County Government, Orlando, FL*
Acting Manager

- Supervises and directs the operation of all division responsibilities and staff
- Evaluated all aspects of the division and proposed operational, staffing, and organizational changes
- Monitors budget expenditures and contracts
- Oversees staff hiring, discipline, training, and performance evaluations
- Voting member of the Road Agreements Committee (RAC) and the Impact Fee Committee (IFC)
- Attends meetings with County Commissioners, agency leaders, and citizens

10/12 – 4/17 *Traffic Engineering Division, Public Works Department, Orange
County Government, Orlando, FL*
Project Manager

- Project manager for the Oak Ridge Road Pedestrian/Bicycle Safety Study
- Project manager for area-wide road safety audits and capacity studies, including the Waterford Lakes Small Area Study and the Texas-Americana Road Safety Small Area Study.
- Develop, oversee, and implement division's intersection and pedestrian safety program for the INVEST in Our Home for Life initiative
- Propose intersection improvement projects, prepare concepts and remain involved through design plan review and construction.
- Conduct community meetings and give presentations to citizen groups.
- Project manager for two continuing consultant contracts for impact fee monitoring services.
- Voting member of the Impact Fee Committee (IFC)
- Alternate member of the Road Agreements Committee (RAC).
- Prepared and gave BCC presentations regarding an impact fee appeal and an honorary designation of roadway policy.

- Heavily involved in the Orange County Impact Fee Ordinance update.
- Served as Florida Greenbook Advisory Committee Technical Advisor
- Instrumental in the development of Orange County's Walk Ride Thrive! pedestrian and bicycle safety program.
- Successfully obtained Highway Safety Improvement Program (HSIP) funding for Fort Christmas Road project.
- Supervisory responsibility.

6/07 – 9/12

Traffic Engineering Division, Public Works Department, Orange County Government, Orlando, FL

Engineer III

- Primary responsibilities included review of alternative road impact fee studies, transfer requests, capacity analysis, and other traffic studies.
- Voting member of the Impact Fee Committee, Concurrency Review Committee, and alternate for the Road Agreements Committee.
- Project manager for two continuing consultant contracts for impact fee monitoring services.
- Project manager for area-wide rural road safety audits including the Northwest Orange County Traffic Safety Audit and the Bithlo-Christmas Traffic Safety Audit.
- Applied for and received FDOT safety grant funding of over \$1,000,000 for design and construction of an intersection improvement project.
- Supervisory responsibility.

8/99 – 6/07

Arbor Ridge School, Orlando, Florida

Math Teacher/Math Department Chairperson

Taught four middle school mathematics courses. Prepared lesson plans, calculated grades, attended parent conferences, analyzed statistical data related to testing and prescribed modifications to academic plans based on results. Attended county meetings and planned and coordinated department activities.

8/96 – 12/99

Wilbur Smith Associates, Orlando, Florida

Contract Traffic Engineer (Part-Time) – Primarily responsible for conducting quality control reviews of signalization plans, signing and pavement marking plans, and traffic reports.

8/91 – 8/96

Wilbur Smith Associates, Orlando, Florida

Traffic Engineer – Project Manager or Project Engineer for the traffic engineering portion of many roadway design projects for both public and private sector clients, to include signalization plans, signal warrant analysis, crash data analysis, capacity analysis, development of signal timings, signing and pavement marking plans, traffic control plans, conceptual signing plans, access management studies, traffic impact studies for new development, and parking and circulation studies.

5/89 – 8/91

Dyer, Riddle, Mills, and Precourt, Inc. Orlando, Florida

Traffic Engineer/Transportation Planner – Involved in the transportation planning for several large projects, including the Parker Poinciana development and the City of Viera in Brevard County. Experienced in the preparation of traffic impact studies for new development, sub-area studies, interchange justification reports, and conceptual engineering studies.

Kelly Finkelstein
296 Raintree Circle, Deland, FL 32724
321-276-1615 - Mobile

EXPERTISE

Over 17 years of marketing and public relations experience in private and public administration. Serve as the Public Information Office for the County Mayor's Office and County Administration.

Specialties: Government liaison, employee relations, media relations, public relations, special events, and social media management. Served as the Communications Team Leader for the County's employee giving campaign with the United Way Campaign.

EXPERIENCE

Orange County Government **April, 2017 - Present**
Acting Communications Division Manager

Direct staff in the specialty areas of media relations, public relations, special events, and publications functions of the Communications Division including Orange County Graphics and Orange TV. Oversee and serve as the manager for the Public Information Officer Team. Chair the Communications Advisory Committee. Serve as the director for the Emergency Support Function for public information and Office of the Mayor. Work closely with senior elected officials and departmental and divisional leadership to assure smooth media and public relations functions. Manage the fiscal and department functions to ensure the department meets budget regulations and oversight.

HR Communications Specialist **July, 2013 – April, 2017**

Lead internal communication efforts that inform Orange County Government employees and retirees about Human Resources key strategic priorities. Create and execute an internal communication program that informs and inspires employees to engage and improve the organizational alignment with the County's core values. Works closely with senior management to direct and implement effective and timely information throughout the organization also served as the editor of the Orange County Spiel monthly employee magazine.

U.S. House of Representatives, Congressman Daniel Webster, District 8 **September, 2011 – March 2013**

Oversee the media coordination for national, local print, broadcast and social media. Solidify relationships with reporters and editors to secure positive stories that impact Central Florida and promote Congressman Webster's initiatives.

Work with key staff between the D.C. office and the Central Florida District offices ensuring constituent outreach is developed through relationships with local business community stakeholders.

Assistant Manager, Communications Division **July, 1998 – September, 2011**

Manage the day to day operations of the Communications Division and oversee the mission of engaging the citizens, employees, stakeholders and community leaders to enhance Central Florida. Promote, develop and cultivate relationships both internally and externally that advance the action plans of the Office of the Mayor and County Administration.