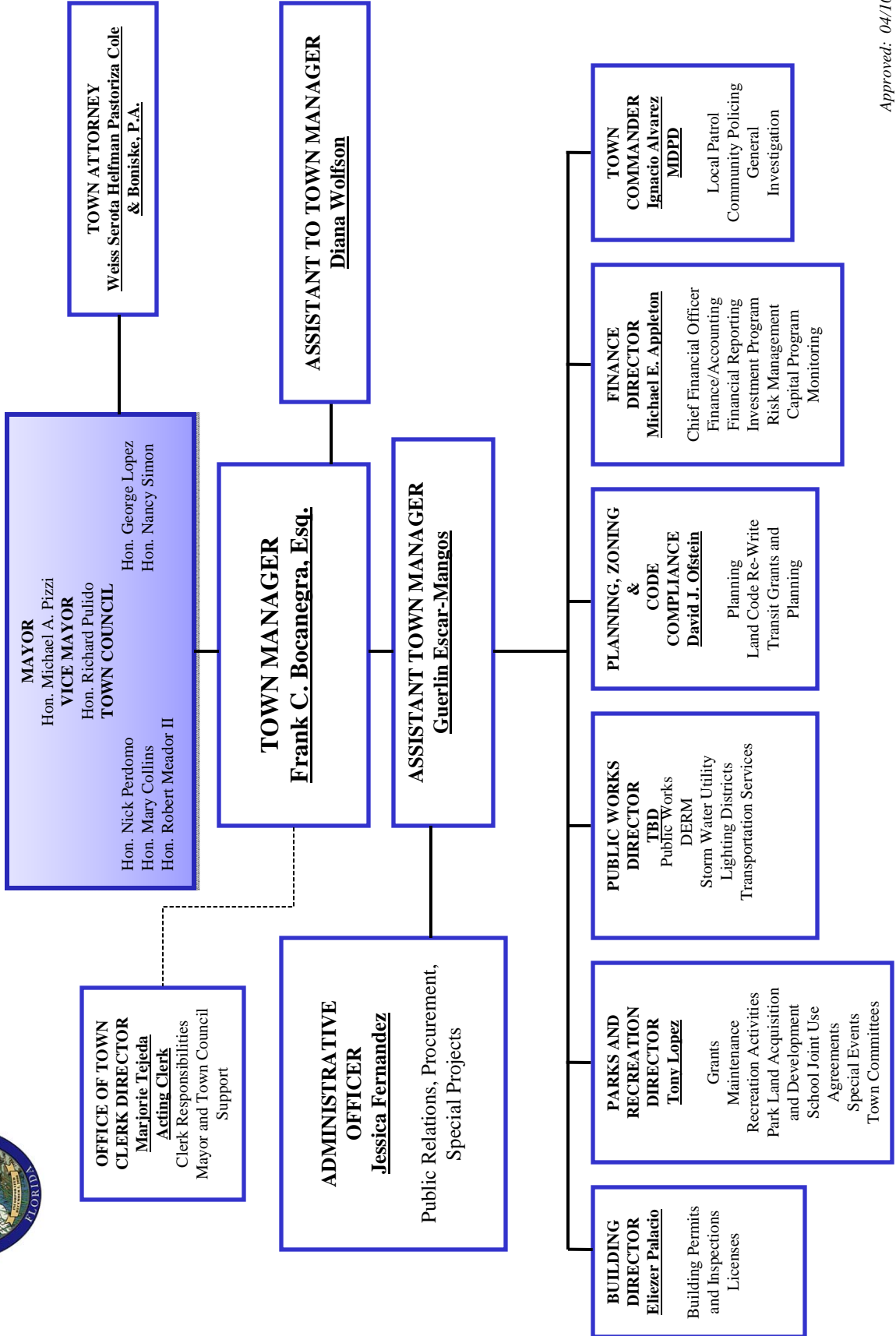


# Town of Miami Lakes

## FUNCTIONAL ORGANIZATIONAL CHART FY 2009-2010



Approved: 04/10/2009

# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2007-08	FY 2008-09	Proposed 2009-2010
<b>TOWN CLERK</b>			
<i>Full Time</i>			
Town Clerk	1.0	1.0	1.0
Deputy Town Clerk	1.0	1.0	0.0
Administrative Assistant to the Mayor & Council	1.0	1.0	2.0
<b>FT Sub-Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<i>Part Time</i>			
Assistant Deputy Town Clerk	0.0	0.0	1.0
<b>PT Sub-Total</b>	<b>0.0</b>	<b>0.0</b>	<b>1.0</b>
<b>TOWN ADMINISTRATION</b>			
<i>Full Time</i>			
Town Manager	1.0	1.0	1.0
Assistant Town Manager	1.0	1.0	1.0
Finance Director	1.0	1.0	1.0
Controller	1.0	1.0	0.0
Accountant	1.0	1.0	1.0
Receptionist	1.0	1.0	1.0
Administrative Assistant to the Town Manager	1.0	1.0	1.0
Network Analyst	1.0	1.0	1.0
Admin Officer/Contracts Administrator	1.0	1.0	1.0
<b>FT Sub-Total</b>	<b>9.0</b>	<b>9.0</b>	<b>8.0</b>
<i>Part Time</i>			
HR Specialist	1.0	1.0	1.0
Accountant	1.0	1.0	1.0
<b>PT Sub-Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
<b>BUILDING</b>			
<i>Full Time</i>			
Building Official	1.0	1.0	1.0
Chief Bldg. Insp.	0.0	1.0	1.0
Lead Permit Clerk (*)	0.0	1.0	1.0
Permit Clerk	2.0	2.0	2.0
Receptionist - Building	1.0	1.0	1.0
<b>FT Sub-Total</b>	<b>4.0</b>	<b>6.0</b>	<b>6.0</b>
<b>* Transition from contracted to in-house</b>			

# TOWN OF MIAMI LAKES

## Positions by Department

	FY 2007-08	FY 2008-09	Proposed 2009-2010
<b>PLANNING AND DEVELOPMENT</b>			
<i>Full Time</i>			
Planning and Development Director	1.0	1.0	1.0
Senior Planner	1.0	1.0	1.0
Special Projects Assistant	0.0	0.0	1.0
<b>FT Sub-Total</b>	<b>2.0</b>	<b>2.0</b>	<b>3.0</b>
<b>PARKS AND RECREATION</b>			
<i>Full Time</i>			
Parks and Recreation Director	1.0	1.0	1.0
Committee & Event coordinator	1.0	1.0	1.0
Recreation Operations Manager	1.0	1.0	1.0
Parks Operations Manager	0.0	1.0	1.0
Park Maintenance Coordinator	1.0	1.0	1.0
<b>FT Sub-Total</b>	<b>4.0</b>	<b>5.0</b>	<b>5.0</b>
<i>Part Time</i>			
Recreation Aide	3.0	3.0	3.0
<b>PT Sub-Total</b>	<b>3.0</b>	<b>3.0</b>	<b>3.0</b>
<b>PUBLIC WORKS</b>			
<i>Full Time</i>			
Public Works Director	1.0	1.0	1.0
Quality Assurance Inspector	1.0	1.0	1.0
<b>FT Sub-Total</b>	<b>2.0</b>	<b>2.0</b>	<b>2.0</b>
<b>ZONING AND ENFORCEMENT</b>			
<i>Full Time</i>			
Zoning and Enforcement Director/ Assistant Town Manager	0.0	1.0	0.0
Code Compliance Manager	1.0	1.0	1.0
<b>FT Sub-Total</b>	<b>1.0</b>	<b>2.0</b>	<b>1.0</b>
<i>Part Time</i>			
Zoning Official	1.0	1.0	1.0
<b>PT Sub-Total</b>	<b>1.0</b>	<b>1.0</b>	<b>1.0</b>
<b>GENERAL FUND SUMMARY</b>			
<b>Full time</b>	25.0	29.0	28.0
<b>Part time</b>	6.0	6.0	7.0
<b>SPECIAL PROJECT FUND</b>			
<b>STORMWATER UTILITY</b>			
<i>Full Time</i>			
Stormwater Utility Employee	0.0	1.0	1.0