



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## COUNCIL WORKSHOP AGENDA

Tuesday, May 16, 2023 at 6:30 PM

Town Hall - 307 E Kennedy Blvd

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### I. CALL TO ORDER

### II. COUNCIL DISCUSSION

1. Discuss Town of Eatonville Organizational Chart (Administration)

### III. ADJOURNMENT

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#### **\*\*PUBLIC NOTICE\*\***

*This is a Public Meeting, and the public is invited to attend. This Agenda is subject to change. Please be advised that one (1) or more Members of any of the Town's Advisory Boards/Committees may attend this Meeting and may participate in discussions. Any person who desires to appeal any decision made at this meeting will need a verbatim record of the proceedings and for this purpose may need to ensure that a verbatim record of the proceedings is made which includes the testimony and evidence upon which the appeal is to be based – per Section 286.0105 Florida Statutes. Persons with disabilities needing assistance to participate in any of these proceedings should contact the Town of Eatonville at (407) 623-8910 "at least 48 hours prior to the meeting, a written request by a physically handicapped person to attend the meeting, directed to the chairperson or director of such board, commission, agency, or authority" - per Section 286.26*



# HISTORIC TOWN OF EATONVILLE, FLORIDA

## TOWN COUNCIL WORKSHOP

**MAY 16, 2023 AT 06:30 PM**

### Cover Sheet

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**ITEM TITLE:** To Discuss Town of Eatonville Organizational Chart (**Administration**)

**TOWN COUNCIL ACTION:**

<b>PROCLAMATIONS, AWARDS, AND PRESENTATIONS</b>		<b>Department:</b> ADMINISTRATION
<b>INTRODUCTIONS</b>		<b>Exhibits:</b> Proposed Organizational Chart
<b>CONSENT AGENDA</b>		
<b>COUNCIL DISCUSSION</b>		
<b>ADMINISTRATIVE</b>	YES	

**REQUEST:** The Administration request review of proposed Town's Organizational Chart for consideration

**SUMMARY:** Early this year, the Town of Eatonville started reviewing the organization structuring in an effort to improve internal workplace efficiency and to provide better service to citizens and customers. This type of restructuring has not been done in more than 20 years, taking place over several months and resulting in the creation of functional focus areas within the Town Hall. The restructuring included three focus areas: Town Operations, Development Services and Public Infrastructure. The Town's 6 departments now fall under these focus areas based on their programs and activities.

The new structure will allow for quicker and more coordinated response among the Town's approximately 35 staff members. Since the organization's last restructuring, the Town's population has remained the same, but service level demands have increased – as well to improve workplace efficiency.

**RECOMMENDATION:** Staff recommends the approval of the proposal Restructure of the Organizational Chart.

**FISCAL & EFFICIENCY DATA:** The restructuring will adjust salaries to be accomplished within the upcoming FY 2023-24 personnel budget.



# Town of Eatonville Organization Chart

Section II. Item #1.

