



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL MEETING

JUNE 06, 2023, AT 07:30 PM

Cover Sheet

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ITEM TITLE: CONFIRMATION OF THE HIRING OF MR. DEMETRIS PRESSLEY AS THE CHIEF ADMINISTRATIVE OFFICER (CAO) FOR THE TOWN OF EATONVILLE.

TOWN COUNCIL ACTION: CONFIRM CAO FOR THE TOWN OF EATONVILLE

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: LEGISLATIVE (MAYOR)
PUBLIC HEARING 1ST / 2ND READING		Exhibits: <ul style="list-style-type: none">• Resume & References• Job Description
CONSENT AGENDA		
COUNCIL DECISION	X	
ADMINISTRATIVE		

REQUEST: Council confirmation of Mr. Demetris Pressley as the Chief Administrative Officer (CAO) for the Town of Eatonville.

SUMMARY: Currently Mr. Demetris Pressley serves as the Interim Chief Administrative Officer (CAO), position (since February 15, 2023). Per the Town's Charter, **Sec. 3.04. - Chief Administrative Officer.** The mayor shall appoint a Chief Administrative Officer on the basis of education and experience in the accepted practices of local government management. The Town Council shall confirm the appointment. The Chief Administrative Officer will assist the mayor in carrying out executive responsibilities and will provide central coordination of administrative functions. Mr. Pressley meets the qualification to serve in the position.

RECOMMENDATION: For Town Council to confirm Mr. Demetris Pressley as the Chief Administrative Officer for the Town of Eatonville.

FISCAL & EFFICIENCY DATA: The current base pay structure for the position of CAO is between \$80,000.00 - \$125,000.00. The funding for this position was established on November 15, 2022 by Resolution 2022-65 transferring CAO Salary from contingency to the CAO Salary Budget Line item.