

RESOLUTION #2026-42

A RESOLUTION OF THE TOWN OF EATONVILLE, ORANGE COUNTY, FLORIDA, AMENDING THE ADOPTED BUDGET FOR THE FISCAL YEAR BEGINNING OCTOBER 1, 2025, AND ENDING SEPTEMBER 30, 2026, AS ADOPTED BY ORDINANCE #2025-5, TO PROVIDE FOR PERSONNEL AND SALARY ADJUSTMENTS FOR THE RECORD'S COORDINATOR POSITION; PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Eatonville, Orange County, Florida, adopted the Fiscal Year 2025–2026 Budget by Ordinance #2025-5 at a Public Hearing held on the 15th day of September 2025; and

WHEREAS, Section Three of Ordinance #2025-5 provides that the Town Council may amend the Budget after its adoption by approving an official Resolution of the Town detailing the proposed amendment(s) to the Budget; and

WHEREAS, the Town has determined that a personnel and salary adjustments is necessary to support the efficient operation of the Town Clerk's Office and Town government, including the conversion of part-time positions to full-time of the current Record Coordinator's position ; and

WHEREAS, the Town Council finds that the budget amendment set forth herein is in the best interest of the Town and its residents.

NOW THEREFORE BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, ORANGE COUNTY, FLORIDA, THAT:

SECTION ONE: BUDGET AMENDMENT. The Fiscal Year 2025–2026 Budget, adopted by Ordinance #2025-5, is hereby amended to provide for the personnel and salary adjustments detailed in Exhibit "A".

SECTION TWO: PERSONNEL ACTIONS. The following personnel actions are hereby authorized effective upon adoption of this Resolution: (a) the Record Coordinator's position in the Legislative Department is converted from part-time to full-time at an annual salary of \$42,000 through the General Fund Contingency (Account 001-0511-511-5800

SECTION THREE: FUNDING. The Mayor and Finance Director are authorized to make the corresponding line-item adjustments within the affected departmental budgets.

SECTION FOUR: CONFLICTS. All Resolutions or parts of Resolutions in conflict with any of the provisions of this Resolution are hereby repealed to the extent of such conflict.

SECTION FIVE: SEVERABILITY. If any section or portion of a section of this Resolution is found to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION SIX: EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 21 day of July 2026.

ATTEST:

Ruthi Critton, Mayor

Veronica King, Town Clerk

Approved as to Form and Legality:

Greg Jackson, Interim Town Attorney

EXHIBIT “A”

FISCAL YEAR 2025–2026 BUDGET AMENDMENT — PERSONNEL AND SALARY ADJUSTMENTS

Department / Action	Salary Change	Fringe Change	Total Adjustment
Legislative (511): Convert Record Coordinator from part-time to full-time at \$42,000	\$19,199.00	\$14,634.88	\$33,833.88
SUBTOTAL — GENERAL FUND	\$19,199.00	\$14,634.88	\$33,833.88
NET BUDGET AMENDMENT	\$19,199.00	\$14,634.88	\$33,833.88

Fringe benefit changes reflect FICA at 7.65% on salary changes, retirement at 5% for eligible full-time positions, and Health & Life Insurance at \$11,066.16 for each newly benefit-eligible full-time position, consistent with the rates used in the adopted FY 2025–2026 Budget. Detailed position-level calculations are contained in the supporting budget adjustment schedule maintained by the Finance Department.

TOWN OF EATONVILLE — FY 2025-2026 PROPOSED SALARY BUDGET ADJUSTMENT

Position-Level Detail (baseline = adopted FY 25-26 budget; current salaries per Employee Salary History as of 10/01/2025 ATB)

Dept / Fund

Legislative 511 (GF)

Position

Record Coordinator — make Full-Time

FTE (Adopted → Proposed)

0.5 → 1.0

Adopted FY25-26 Budget

\$22,801.00

Current Actual Salary

\$22,801.00

Proposed Salary

\$42,000.00

Salary Change vs Adopted

\$19,199.00 (Increase from P/T to F/T)

NOTES: PT position converted to FT at \$42,000; adds health insurance & retirement eligibility