

Town of Century, Florida  
Town Council Regular Meeting  
Tuesday, April 1, 2025 – 7:00 PM

Agenda Item: Discussion and Direction on the Establishment of a Temporary Employment Policy

Requested By: Council Member Dynette Lewis

Presented By: Interim Town Manager Howard W. Brown, Jr., ICMA-CM

Background:

The Town of Century currently does not have a formal policy governing the use of temporary employees. Temporary employment arrangements may be needed to fill short-term vacancies, provide coverage during employee leave, or support seasonal or special projects. The absence of a formal policy creates inconsistencies and potential liability with regard to employment practices and compliance.

Council Member Dynette Lewis has requested that the Town Council consider the development of a Temporary Employment Policy to provide clear guidelines for hiring, compensation, duration of assignments, job responsibilities, and supervisory protocols.

Recommendation:

Staff recommends that the Town Council provide direction on the development of a Temporary Employment Policy. Upon receiving Council input, the Interim Town Manager will prepare a draft policy to be brought back for consideration and possible adoption at a subsequent meeting.

Requested Action:

Motion to direct the Interim Town Manager to draft a Temporary Employment Policy for Council review and consideration.