

TOWN COMMISSION MEETING

June 11, 2024 at 6:30 PM

AGENDA ITEM TITLE: DISCUSSION & ACTION, ORDINANCE 24-07 HANDBOOK

POLICY UPDATE

SUBJECT: Town Commission will hear the second reading of Ordinance 24-07

concerning employee handbook policy updates

STAFF ANALYSIS: Staff requested permission to review three items related to the Town's

personnel policy handbook at our April 23, 2024, Town Commission Meeting and they were approved on first reading at the May 28, 2024 Town Commission meeting. Tonight, the Commission will hear the second reading of Ordinance 24-07 and the proposed revisions of two

mentioned sections of the Handbook Policy.

1. Review of Town Relatives Employment

2. Review of Town Tobacco and Smoking Policy

Again, the third item will be presented at a later date.

FISCAL IMPACT: None

STAFF RECOMMENDATION: Staff recommends approval

ATTACHMENTS: Ord 24-07

FL Statute 112.3135