



HISTORIC TOWN OF EATONVILLE, FLORIDA

TOWN COUNCIL WORKSHOP

OCTOBER 7, 2025, AT 6:30 PM

Cover Sheet

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ITEM TITLE: Discussion Resolution 2025-14 – Establishing A 30-day Work From Home Limit (**Councilwoman Randolph**)

TOWN COUNCIL ACTION:

PROCLAMATIONS, AWARDS, AND PRESENTATIONS		Department: ADMINISTRATION Exhibits: Resolution 2025-14
INTRODUCTIONS		
CONSENT AGENDA		
COUNCIL DISCUSSION	YES	
ADMINISTRATIVE		

REQUEST: Discussion Resolution 2025-14 limiting any and all employees to work from home no more than 30-days within a calendar year until such the Town Council Adopts A Work From Home Policy..

SUMMARY: The Administration hired a Grant Coordinator/Manager in November 2023. Shortly, thereafter, the employee was given the approval to work from home up to the present. The Administrator contends that the Mayor (In Article II 2.03), gives the mayor and the administration oversight to manage the Town's Staff and Schedule as deemed best in the interest of the Town.

However, no work from home policy has been established or adopted by the town council under policy and procedures. Therefore, a resolution is being presented for council approval setting a 30-day work from home limit within a calendar year.

This Resolution was brought previously to council on July 15th and bringing back for reconsideration.

RECOMMENDATION: Recommend that the Town Council Discuss and Consider Approve Resolution 2025-14 limiting any and all employees to work from home no more than 30 days within a calendar year until the Town Council Adopts A Work From Home Policy.

FISCAL & EFFICIENCY DATA: N/A