

RESOLUTION NO. 2025-17

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF EATONVILLE, FLORIDA, ESTABLISHING A REHIRE ELIGIBILITY POLICY FOR FORMER EMPLOYEES, PROVIDING FOR CONFLICTS, SEVERABILITY, AND AN EFFECTIVE DATE.

WHEREAS, the Town Council of the Town of Eatonville recognizes the importance of fair, consistent, and transparent hiring practices; and

WHEREAS, the Town seeks to ensure that employment decisions are based on merit, past performance, and the best interests of the Town's operations and public trust; and

WHEREAS, the Town finds it necessary to establish a formal policy governing the eligibility of former employees for re-employment.

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

Section 1. The following Rehire Eligibility Policy is hereby adopted:

Rehire Eligibility Policy

Purpose:

To establish clear and consistent standards for assessing the eligibility of former Town employees for re-employment.

Policy:

1. Voluntary Resignation in Good Standing:

Employees who voluntarily resigned and provided appropriate notice (generally two weeks) may be eligible for rehire, subject to department needs and position availability.

2. Layoffs:

Employees separated due to layoff, reorganization, or budgetary constraints may be rehired without prejudice and may receive priority consideration.

3. Termination for Cause (Unsatisfactory Performance or Misconduct):

Employees who were dismissed due to unsatisfactory job performance or misconduct are generally not eligible for rehire. Exceptions may be granted only with written approval from the Department Director, the Chief Administrative Officer, and the Personnel Officer, based on:

- The nature and severity of the cause for termination.
- Time elapsed since the separation.

- Evidence of rehabilitation, retraining, or improved qualifications.

4. Probationary Termination:

Individuals separated during a probationary period may be considered for rehire for other positions if the cause of separation did not involve misconduct or dishonesty.

5. Documentation:

All rehire decisions shall be documented and retained in the employee's personnel record, with justification and required approvals.

6. Non-Discrimination:

All decisions under this policy shall be made in compliance with federal and state equal employment opportunity laws.

Section 2. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

Section 3. If any section, subsection, sentence, clause, or provision of this Resolution is held invalid, the remainder shall not be affected.

Section 4. This Resolution shall become effective immediately upon its adoption.

PASSED AND ADOPTED this 5th day of August, 2025.

TOWN OF EATONVILLE, FLORIDA

By: _____
Angie Gardner, Mayor

ATTEST:

Veronica King, Town Clerk