



City of Eden

P O Box 915, 120 Paint Rock Street, Eden, Texas 76837
Off: 325-869-2211 | Fax: 325-869-5075

May 9, 2023

CITY OF EDEN MANAGEMENT TRANSITION AGREEMENT

MANAGEMENT ASSISTANCE AND CONSULTING

1. This contract will be for a term of 6 months and will be paid at a rate of \$ _____ per (hour / biweekly pay period / month).
2. The contract may be extended for terms of 6 months if both parties agree. Either party may terminate this agreement for any reason at any time with twenty-four-hour notice.
3. **PERFORMANCE BY CONTRACTOR:**
 - a. As a Contractor for the City of Eden, the contractor will respond to all requests in a timely manner, no later than 24 hours from time of request.
 - b. The Contractor will report all time worked to the City of Eden within 24 hours of the end of each pay period.
 - c. The Contractor will make every effort to be available to assist the new Manager as many hours as available during the lunch hour 12:00 PM – 1:00 PM, after-hours between 6:00 PM and 9:00 PM, and on weekends when available.
 - d. The Contractor will make every effort to provide as detailed information as is available for each subject matter discussed and agrees to provide advisory services to the City Secretary, Mayor, and City Council, as needed.
 - e. The Contractor agrees to keep all information for the City of Eden confidential at all times.
 - f. The Contractor is expressly prohibited from any work on behalf of the City of Eden, or any contact with outside parties on behalf of the City of Eden, unless directed by the Mayor or City Council as part of the training and advisory services.
4. At no time may the City of Eden require the contractor to be available during the normal working hours of 8:00 AM and 5:00 PM to avoid a conflict of interest with Contractor's current employer. Contractor may, at Contractor's discretion, respond to requests during the lunch hour of 12:00 PM – 1:00 PM.
5. **FAILURE TO PERFORM:** Should work be deemed unsatisfactory by the City Council, the Contractor will be notified in writing. If a satisfactory resolution is not made within ten (10) business days, the contract will be terminated, and Contractor paid to that date.

Contractor: Laura Beeson

City of Eden, By: Mayor _____