

CITY OF EVERMAN, TEXAS

RESOLUTION NO. 2025-04-02

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS,
APPROVING AN UPDATED JOB DESCRIPTION FOR THE POSITION OF CITY
MANAGER; AND PROVIDING AN EFFECTIVE DATE.**

WHEREAS, the City Council of the City of Everman, Texas recognizes the importance of maintaining accurate, current, and comprehensive job descriptions for all key leadership positions within the organization; and

WHEREAS, the position of City Manager is critical to the effective administration and day-to-day operations of the City, requiring a job description that accurately reflects the duties, responsibilities, qualifications, and expectations of the role; and

WHEREAS, the City Council has reviewed the updated job description for the City Manager position, as recommended by the Mayor and/or current City Manager, to better align with the City's organizational needs, strategic priorities, and evolving governance practices; and

WHEREAS, the updated job description includes revisions to clarify leadership expectations, separates the roles of City Manager and Chief of Police, and is consistent with best practices in municipal administration;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS, THAT:

SECTION 1. The updated job description for the position of City Manager, attached hereto as Exhibit A, is hereby approved and adopted.

SECTION 2. This Resolution shall take effect immediately upon its adoption.

**DULY RESOLVED AND ADOPTED ON THIS THE ____ DAY OF FEBRUARY 2025, BY
THE CITY COUNCIL OF THE CITY OF EVERMAN, TEXAS.**

APPROVED:

Ray Richardson, Mayor

ATTEST:

APPROVED AS TO FORM:

Mindi Parks, City Secretary

Victoria Thomas, City Attorney

EXHIBIT A
TCOLE Training Provider Contract

4883-4107-9275, v. 1