



AGENDA ITEM SUMMARY FORM

PROPOSED MEETING DATE: February 19, 2025
PREPARED BY: Tracey Vasquez
DEPARTMENT: Human resources

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on funding the Assistant Development Services Director position on the City of Manor PayScale.

BACKGROUND/SUMMARY:

This recommendation is to reinstate funding for the Assistant Development Services Director position, which was established 15 years ago. The position has been unfunded for the past several budget cycles and has remained on the list of authorized City of Manor positions. In reviewing departmental needs, City staff have identified a growing demand for senior-level management in the Development Services Department. This is due to the increasing development in both residential and commercial areas. Funding this position will help ensure the quality and productivity expected from the City of Manor.

LEGAL REVIEW: N/A
FISCAL IMPACT: No- there are currently open positions in the department that can be disbursed to this one.
PRESENTATION: No
ATTACHMENTS: Yes

- Job Description
- Pay Scale

STAFF RECOMMENDATION:

The city staff recommends that the City Council approve the funding for the Assistant Development Services Director position on the City of Manor PayScale.