

**AGENDA ITEM SUMMARY FORM**

PROPOSED MEETING DATE: June 2, 2021
PREPARED BY: Tracey Vasquez, HR Manager
DEPARTMENT: Human Resources

AGENDA ITEM DESCRIPTION:

Consideration, discussion, and possible action on the transition plan for City Manager's position.

BACKGROUND/SUMMARY:

A transitional management plan is a necessary component of a change management plan and presumes that the underlying is being well managed. Obvious goals need to be aligned to achieve the ultimate success of the success of the City of Manor.

Suggested interview questions/responses will be provided by City Manager to City Council.

LEGAL REVIEW: No
FISCAL IMPACT: No
PRESENTATION: No
ATTACHMENTS: Yes

- Left/Right Transition Plan

STAFF RECOMMENDATION:

It is the City staff's recommendation that the City Council approve the transition plan for the City Manager's position.

PLANNING & ZONING COMMISSION: **Recommend Approval** **Disapproval** **None**
