

**City Attorney Evaluation/Salary Review Committee**  
**Via Enterprise Video Conferencing**  
**Call: 312-626-6799**  
**ZOOM Meeting ID: 876 4896 6060**  
**Friday, February 18, 2022**  
**11:00 A.M.**

**Commissioners Present:** Commissioners Faris, Lance, Reynolds and Sofia, all attending remotely.

**Commissioners Absent:**

**Others Present:** Jill Steele, City Attorney: Victoria Houser, City Clerk: Nancy Mullett, Labor Attorney

**Call to Order:** The meeting was called to order at 11:00 A.M.

**Public Comments:** There were none.

**Approval of Minutes:**

Comm. Lance, supported by Comm. Reynolds, made a motion to approve the November 23, 2021 meeting minutes. All yes, none opposed. Motion approved.

**Review of City Commission Survey:**

Comm. Sofia noted the final evaluation computation demonstrates a score of 4.17, which Exceeds Expectations, noting this entitles Attorney Steele to a one time lump sum bonus.

Committee members discussed the complimentary comments received by commissioners.

Attorney Steele, noting continued budget concerns, and that this is not the best time for a cash bonus, requested the Committee consider awarding additional vacation time as was done for the City Manager.

Attorney Mullett noted Attorney Steele did receive a COLA at the beginning of July as other non-represented staff had. Attorney Mullett recommended the Committee consider other municipal attorney wages and the wages of her staff and other senior staff members. Attorney Mullett stated the City Attorney has a salary less than other past staff members, also noting the importance of recruiting quality attorneys in the future. Attorney Steele recommended a 5% salary increase to ensure her compensation is comparable to neighboring jurisdictions. Attorney Mullett also recommended a 1% increase to the City's contribution to Ms. Steele's ICMA account.

Attorney Mullett expressed concern that Attorney Steele would not realized the full 5% salary increase due to the late recommendation and resolution. Attorney Mullett suggested the Committee consider a one-time lump sum payment of 2.4% of the amended salary to offset the delay.

A motion was made by Comm. Reynolds, supported by Comm. Lance, to amend the City Attorney's contract to include a 5% salary increase and a 1% increase to the City's contribution to the City Attorney's ICMA account, also recommending a one-time lump sum payment of 2.4% of the amended salary to offset the delay in completing the evaluation, and an additional 10 vacation days, to be used by September 30, 2022, to recognize Attorney Steele's evaluation score of Exceeds Expectations.

All in favor, none opposed. Motion approved.

**Committee Discussion:**

No additional committee discussion took place.

**Next Meeting:** TBD

**Adjournment:** Comm. Sofia adjourned the meeting at 11:21 am.