



Agenda Memo

Crest Hill, IL

Meeting Date: | October 5, 2026

Submitter: | Ashley Monroe, Assistant City Administrator/HR Director

Department: | Administration

Agenda Item: | Approve an Ordinance Approving the Salary of Administrative Assistant - Public Works Kimberly Linden Effective October 6, 2026

Summary: Director of Public Works, Gary Richardson, has completed the 2026 performance evaluation for Kimberly Linden and discussed it with City Council during an Executive Session on September 28, 2026. The employee's evaluation score earned a 2.75% merit increase, bringing annual salary to \$71,963. With approval, the merit increase will be effective October 6, 2026, and the next evaluation will be conducted near her work anniversary (10/5/2027).

Recommended Council Action: Approve an Ordinance Approving the Salary of Administrative Assistant - Public Works Kimberly Linden

Attachment: Ordinance