

# **City of Ann Arbor**

*301 E. Huron St.*

*Ann Arbor, MI 48104*

*<http://a2gov.legistar.com/Calendar.aspx>*



## **Meeting Minutes - Draft**

**Monday, February 25, 2019**

**4:15 PM**

**Special Meeting**

**Larcom City Hall, 301 E Huron St, Third floor, conference room**

**Council Administration Committee**

**CALL TO ORDER**

*The meeting of the Council Administration Committee meeting was called to order at 4:16 p.m. Councilmember Grand present at 4:20 p.m.*

**APPROVAL OF AGENDA**

*No action*

**APPROVAL OF MINUTES**

*No action*

**NEW BUSINESS**

*No action*

**CLOSED SESSION: PERSONNEL EVALUATION OF CITY ATTORNEY**

*Action taken*

**Motion to go into closed session under the OMA, personnel evaluation as requested by the City Attorney. Roll call taken. Motion unanimous approved. Approved as presented. Time into closed session 4:28 p.m. Time out is 5:44 p.m.**

**Present:** 5 - Jack Eaton, Julie Grand, Kathy Griswold, Jane Lumm and Christopher Taylor

**PERSONNEL EVALUATION PROCESS**

*Action taken*

**1. Motion to direct Councilmember Lumm to provide the following to the whole Council by March 1st:**

- 1) Draft written evaluation with suggest changes**
- 2) The 360° evaluation data from the SAA's, direct reports and Council**
- 3) The recommended raise**
- 4) A draft resolution for the Special Session to amend contract (with blank for %) and to authorize filing of written evaluation**
- 5) The materials from the City Attorney. Motion: Councilmember Grand, seconded by Councilmember Griswold. Vote: Unanimous**

**2. Motion to adopt written evaluation with changes to send to whole Council. Motion: Councilmember Grand, seconded by Councilmember Lumm. Vote: Unanimous**

**3. Motion to adopt raise recommendation of 3%. Motion: Councilmember Grand, seconded by Councilmember Lumm. Vote: Unanimous**

**UNFINISHED BUSINESS**

*No action*

**INFORMATION/UPCOMING BUSINESS**

*No action*

**PUBLIC COMMENT**

*No action*

**ADJOURNMENT**

*Meeting adjourned at 6:02 p.m.*

All persons are encouraged to participate in public meetings. Citizens requiring translation or sign language services or other reasonable accommodations may contact the City Clerk's office at 734.794.6140; via e-mail to: [cityclerk@a2gov.org](mailto:cityclerk@a2gov.org); or by written request addressed and mailed or delivered to:

City Clerk's Office  
301 E. Huron St.  
Ann Arbor, MI 48104

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