



City of Killeen

Legislation Text

File #: RS-22-117, Version: 1

Consider a memorandum/resolution approving the appointment of a City Attorney.

DATE: August 16, 2022
TO: Kent Cagle, City Manager
FROM: Eva Bark, Executive Director of Human Resources
SUBJECT: Appointment of a City Attorney

BACKGROUND AND FINDINGS:

On June 24, 2022 the position of the City Attorney became vacant.

Mr. Cagle appointed Ms. Holli Clements as the Interim City Attorney and she is currently serving in this role. Ms. Clements has been employed with the City of Killeen since 2005.

Mr. Cagle extended a conditional promotional offer to Ms. Holli Clements.

Ms. Clements is licensed to practice law in the state of Texas and received her Juris Doctor degree from Baylor University School of Law and earned her bachelor's in Political Science and Philosophy from Baylor University in Waco, Texas. Ms. Clements has over 18 years of experience as an attorney.

Ms. Clements began her career in the public sector as an Assistant County and District Attorney with Milam County in 2003. She then was hired by the City of Killeen as the Assistant City Attorney (Courts) where she served from 2005 to 2013. In 2013, she became the Deputy City Attorney (Public Works) with the City of Killeen. In 2020, she served as Deputy City Attorney for the City of Killeen. She is currently serving as the Interim City Attorney.

Ms. Clements' promotion is conditioned upon the following:

- Selection confirmation by the Killeen City Council
- Promotion to be effective on August 24, 2022

THE ALTERNATIVES CONSIDERED:

Alternatives are: (1) to disapprove the appointment of Holli Clements as the City of Killeen's City Attorney; or (2) to approve the appointment of Holli Clements as the City of Killeen's City Attorney.

Which alternative is recommended? Why?

Staff recommends the second alternative, to approve the appointment of Holli Clements as the City of Killeen's City Attorney because Ms. Clements brings over seventeen (17) years of progressively responsible experience in municipal law.

CONFORMITY TO CITY POLICY:

This action conforms to city policy. Executive director appointments are subject to approval by the City Council pursuant to Section 29 of the City Charter.

FINANCIAL IMPACT:

What is the amount of the expenditure in the current fiscal year? For future years?

The annual base salary of the position is \$194,000, plus benefits and a \$3,000 annual car allowance. The prorated amount through the end of the fiscal year is estimated at \$29,686, salary and benefits, and funds are available in the Legal budget.

Is this a one-time or recurring expenditure?

This is a recurring expenditure.

Is this expenditure budgeted?

Yes, funds are available in the General Fund Legal salary and benefit accounts 010-1005-416.40-05 through 010-1005-416.40-89.

If not, where will the money come from?

N/A

Is there a sufficient amount in the budgeted line-item for this expenditure?

Yes.

RECOMMENDATION:

Staff recommends that the City Council approve the City Manager's appointment of Holli Clements as the City of Killeen's City Attorney.

DEPARTMENTAL CLEARANCES:

- City Manager
- City Attorney offices
- Finance

ATTACHED SUPPORTING DOCUMENTS:

N/A