

CITY OFFICIALS

Lilija V. Stevens, *Mayor*

Valeri L. Brod, *City Clerk*

Carol J. Crocker, *City Treasurer*

Dennis Carr, *Interim City Administrator*



ALDERPERSONS

Paula Johnson, *Ward I*

Todd P. Sluder, *Ward I*

Michael Ernst, *Ward II*

Jamie K. Smith, *Ward II*

Bobby Martin III, *Ward III*

Brandon Moss, *Ward III*

John J. Blundy, *Ward IV*

G. Michael McIntyre, *Ward IV*

July 10, 2025

Ms. Amanda Roberts
Washington, IL 61571

Dear Amanda,

We are pleased to offer you the position of Communications Specialist with the City of Washington. The position reports to the Interim City Administrator, Dennis Carr. Your roles and responsibilities of the position are detailed in the attached job description. The job duties and obligations may change from time to time as determined by the City of Washington.

Please note the following:

1. The starting salary is \$85,294.00 (Pay Grade 86, Step 2A, FY25-26).
2. The job includes the customary benefits extended to full-time, exempt employees, including but not limited to paid vacation time, a robust health benefits package, and participation in the Illinois Municipal Retirement Fund (IMRF). Please review the Summary of Benefits attached.
3. This is a **conditional** offer and will only be finalized upon satisfactory completion of a background check.

If you agree with our proceeding with the background check, please indicate by signing below.

Sincerely,

Dennis Carr
Interim City Administrator

Acknowledgment:

I hereby acknowledge that I have read, understand and agree to the above. The employment relationship is "at-will" and may be terminated at any time for any reason or no reason at all. This offer letter is not intended to and should not be construed as creating a contract of employment.

Signature

7/11/2025
Date