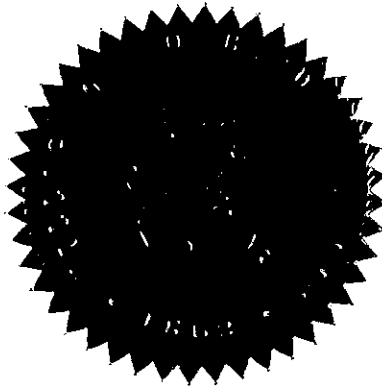


ORDINANCE 4687

PAMPHLET

FRONT OF PAMPHLET

REVISED ORDINANCE SETTING
RATES OF PAY FOR
VILLAGE EMPLOYEES



PUBLISHED IN PAMPHLET FORM THIS 25th DAY OF August 1999.
BY ORDER OF THE CORPORATE AUTHORITIES OF THE VILLAGE OF LOMBARD,
DUPAGE COUNTY, ILLINOIS.

Lorraine G. Gerhard
Lorraine G. Gerhard
Village Clerk

Barbara Johnson
Deputy Clerk

**AN ORDINANCE SETTING RATES OF PAY
FOR VILLAGE EMPLOYEES**

WHEREAS, the Board of Trustees of the Village of Lombard have reviewed the proposed salary schedule and found it to be reasonable:

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DUPAGE COUNTY, ILLINOIS, as follows:

Section 1: Effective date - Salary schedule and other wages authorized shall become effective as of June 1, 1999;

Section 2: Village Salary Schedule Increases:

A. All salary increases shall be based upon merit as determined through the completion of an employee performance evaluation as contained in the Personnel Manual. Regular full-time and regular part-time Village employees shall be paid according to the following salary structure, except as otherwise provided herein:

| <u>Position</u> | <u>Minimum</u> | <u>Mid-Point</u> | <u>Maximum</u> |
|---------------------------------|----------------|------------------|----------------|
| Village Hall Custodian | 24,505 | 28,793 | 33,080 |
| Police Records Clerk | 24,505 | 28,793 | 33,080 |
| Property Clerk | 25,589 | 30,076 | 34,562 |
| Water Billing Clerk | 25,589 | 30,076 | 34,562 |
| Customer Service Representative | 26,148 | 30,715 | 35,281 |
| Police Custodian | 26,697 | 31,369 | 36,040 |
| Accounts Payable Clerk | 26,697 | 31,369 | 36,040 |
| Central Garage Clerk | 26,697 | 31,369 | 36,040 |
| Senior Secretary | 27,245 | 32,013 | 36,782 |
| Police Front Desk Clerk | 27,245 | 32,013 | 36,782 |
| Cable TV Technician | 28,340 | 33,301 | 38,261 |
| Community Service Officer | 28,340 | 33,301 | 38,261 |
| Senior Police Records Clerk | 28,340 | 33,301 | 38,261 |
| Code Enforcement Officer | 28,905 | 33,942 | 39,003 |
| Accounts Receivable Clerk | 29,438 | 34,590 | 39,742 |
| Head Custodian | 29,438 | 34,590 | 39,742 |
| Computer Operator | 29,438 | 34,590 | 39,742 |
| Civil Engineer Technician | 31,080 | 36,519 | 41,958 |
| Legal Assistant | 32,726 | 38,454 | 44,181 |
| Department Head Secretary | 32,726 | 38,454 | 44,181 |
| Public Education Coordinator | 32,726 | 38,454 | 44,181 |
| Senior Police Front Desk Clerk | 33,275 | 39,098 | 44,921 |

| | | | |
|---|--------|--------|--------|
| Licensing Aide | 33,275 | 39,098 | 44,921 |
| Inspectional Services Aide | 34,369 | 40,385 | 46,398 |
| Executive Secretary | 34,369 | 40,385 | 46,398 |
| Accountant | 34,920 | 41,030 | 47,141 |
| Customer Service Supervisor | 34,920 | 41,030 | 47,141 |
| Central Records Clerk | 34,920 | 41,030 | 47,141 |
| G. I. S. Technician | 36,016 | 42,320 | 48,622 |
| Planner I | 36,016 | 42,320 | 48,622 |
| Development Services Inspector | 36,016 | 42,320 | 48,622 |
| Administrative Assistant | 37,109 | 43,604 | 50,098 |
| Code Enforcement Administrator | 39,305 | 46,183 | 53,061 |
| Personnel Analyst | 39,305 | 46,183 | 53,061 |
| Civil Engineer I | 39,852 | 46,827 | 53,801 |
| PC Technical Support Specialist | 39,852 | 46,827 | 53,801 |
| Planner II | 40,400 | 47,472 | 54,542 |
| Technical Services Supervisor | 40,400 | 47,472 | 54,542 |
| Communication & Marketing Coordinator | 42,047 | 49,404 | 56,761 |
| Urban Landscape & Forestry Supervisor | 42,047 | 49,404 | 56,761 |
| Water Treatment & Wastewater- Pumping Supervisor | 42,047 | 49,404 | 56,761 |
| Electrical Inspector | 42,047 | 49,404 | 56,761 |
| Plumbing Inspector | 42,047 | 49,404 | 56,761 |
| Building Plan Reviewer/Inspector | 42,047 | 49,404 | 56,761 |
| Programmer/Analyst | 42,047 | 49,404 | 56,761 |
| Underground Utilities Supervisor | 44,786 | 52,623 | 60,461 |
| Streets/Electrical Supervisor | 44,786 | 52,623 | 60,461 |
| Vehicle Maintenance Supervisor | 44,786 | 52,623 | 60,461 |
| Civil Engineer II | 44,786 | 52,623 | 60,461 |
| Central Garage Superintendent | 46,431 | 54,557 | 62,682 |
| Fire Marshal | 46,981 | 55,201 | 63,422 |
| Systems Engineer | 46,981 | 55,201 | 63,422 |
| Police Sergeant | 46,981 | 55,201 | 63,422 |
| Building Inspection Supervisor | 46,981 | 55,201 | 63,422 |
| Fire Lieutenant | 47,528 | 55,845 | 64,162 |
| Accounting Manager | 48,076 | 56,490 | 64,902 |
| Development Engineer | 48,625 | 57,133 | 65,641 |
| Assistant Director of Finance | 49,172 | 57,777 | 66,382 |
| Operations Superintendent | 49,172 | 57,777 | 66,382 |
| Utilities Superintendent | 49,719 | 58,420 | 67,121 |
| Senior Planner | 50,813 | 59,705 | 68,597 |
| Police Lieutenant | 53,554 | 62,926 | 72,297 |
| Assistant Director of Community Develop. | 49,405 | 60,142 | 70,878 |

| | | | |
|------------------------------------|--------|--------|--------|
| Assistant Director of Public Works | 50,859 | 63,574 | 76,288 |
| MIS Manager | 52,402 | 65,503 | 78,602 |
| Assistant Village Manager | 52,402 | 65,503 | 78,602 |
| Deputy Police Chief | 56,012 | 70,016 | 84,019 |
| Deputy Fire Chief | 56,012 | 70,016 | 84,019 |
| Village Engineer | 57,374 | 71,717 | 86,060 |
| Chief of Police | 59,918 | 74,898 | 89,877 |
| Director of Community Development | 59,918 | 74,898 | 89,877 |
| Director of Finance | 59,918 | 74,898 | 89,877 |
| Director of Public Works | 59,918 | 74,898 | 89,877 |
| Fire Chief | 59,918 | 74,898 | 89,877 |

Part-Time Positions

| | | | |
|--------------------------------------|-------|-------|-------|
| Accounting Clerk | 10.46 | 12.30 | 14.12 |
| Data Entry Clerk | 10.46 | 12.30 | 14.12 |
| Personnel Clerk | 11.25 | 13.23 | 15.20 |
| Police Records Clerk | 11.78 | 13.84 | 15.90 |
| Water Billing Clerk | 12.30 | 14.46 | 16.61 |
| Customer Service Representative | 12.57 | 14.77 | 16.96 |
| Police Custodian | 12.83 | 15.08 | 17.33 |
| Senior Secretary | 13.10 | 15.39 | 17.68 |
| Code Enforcement Officer | 13.90 | 16.32 | 18.75 |
| Communication & Marketing Specialist | 14.16 | 16.63 | 19.11 |
| Fire Prevention Inspector | 16.00 | 18.79 | 21.60 |

(Revised 7/15/99)

Section 2: Village Salary Schedule Increases (continued)

B. An employee at the top of range who receives a rating of "Exceeds Expectations" on his or her performance evaluation will be eligible to receive a performance incentive payment in a manner established by the Village Board which will not be added to base salary.

Section 3: Exceptions To Range Structure:

A. An employee may receive a salary below the minimum of his/her assigned range as detailed in Section 2 if he/she is evaluated below expectations, or if he/she has not completed his/her first six (6) months of employment prior to June 1st of each year. In the case of an introductory employee, he/she shall be brought to the range minimum either upon the successful completion of the first six (6) months of employment as evidenced by a meets or exceeds expectations on his/her performance evaluation or in a manner otherwise determined to be suitable by the Village Manager in accordance with recommendations of the position classification job evaluation and salary plan.

B. An employee may continue to receive a salary above the maximum of the range if as a result of a reclassification study, the range within which the employee is employed is changed. In the event the employee's salary is above the maximum of the range, the salary shall be maintained without any increase until the salary falls within the range or shall be adjusted in a manner determined to be suitable by the Village Manager.

C. The following positions shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and AFSCME Local #89:

- Custodial Worker (Public Works Building Only)
- Engineering Assistant
- Maintenance Worker I
- Forestry Technician
- Mechanic
- Maintenance Worker II
- Electrician
- Senior Engineering Assistant
- Senior Mechanic
- Water Plant Operator
- Crew Leader
- Principal Engineering Assistant

D. The following Position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and Lombard Professional Firefighters, Local #3009:

- Firefighter

E. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and the Policemen's Benevolent and Protective Association, Local #89:

- Police Officer

Section 4: Crossing Guards

Crossing Guards shall be paid at \$8.75 per hour. A workday shall consist of four (4) hours per day.

Section 5: Overtime, Premium Pay and Other Special Pay

All rates of pay for overtime, premium pay and other special pay shall be made according to the appropriate sections of the Personnel Manual or the collective bargaining agreement, effective upon the passage of this ordinance or as amended from time to time.

Section 6: Employees Other Than Full-Time

The Village Manager is authorized to set rates of pay for regular part-time, temporary or emergency employees; said hourly rates to be generally consistent with those being paid in the community for comparable activities and skills.

Section 7: This ordinance shall be in full force and effect from and after its adoption and approval according to law.

Passed on first reading this _____ day of _____, 1999

First reading waived by this 19th day of August, 1999

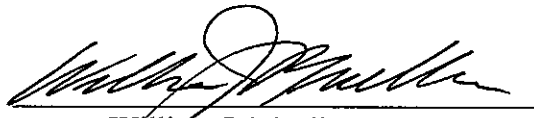
Passed on second reading this 19th day of August, 1999

Ayes: Trustees Borgatell, Tross, Schaffer, Sebby, Florey and Kufrin

Nays: None

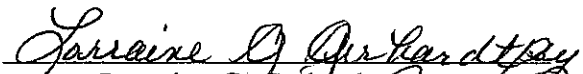
Absent: None

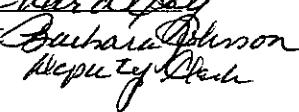
Approved this 19th day of August, 1999



William J. Mueller
Village President

Attest:


Lorraine G. Gerhardt
Village Clerk


Barbara Johnson
Deputy Clerk

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