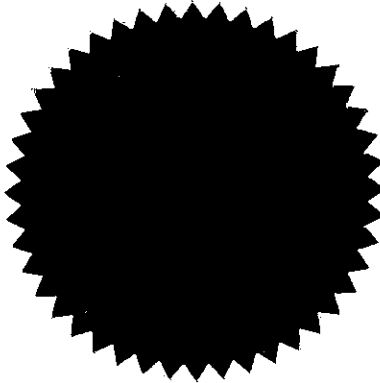


ORDINANCE 5298

PAMPHLET

ORDINANCE SETTING RATES OF PAY  
FOR VILLAGE EMPLOYEES



PUBLISHED IN PAMPHLET FORM THIS 12<sup>th</sup> MAY OF June, 2003  
BY ORDER OF THE CORPORATE AUTHORITIES OF THE VILLAGE OF LOMBARD,  
DUPAGE COUNTY, ILLINOIS.

Barbara A. Johnson  
Deputy Village 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, 2003;

**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 Human Resources Manual. Regular full-time and regular part-time Village employees shall be paid according to the following salary structure, except as otherwise provided herein:

Position	Minimum	Mid-Point	Maximum
Village Hall Custodian	28,733	33,808	38,843
Records Clerk	28,733	33,808	38,843
Accounting Clerk	29,994	35,243	40,492
Data Entry Clerk-Public Works	29,994	35,243	40,492
Human Resources Clerk	29,994	35,243	40,492
Police Building Custodian	29,994	35,243	40,492
Accounts Payable Clerk	31,215	36,678	42,140
Customer Service Representative	31,215	36,678	42,140
Fleet Services Clerk	31,215	36,678	42,140
Police Front Desk Clerk	32,435	38,112	43,789
Police Records Clerk	32,435	38,112	43,789
Accounts Receivable Clerk	33,658	39,547	45,437
Police Property Clerk	33,658	39,547	45,437
Administrative Secretary	34,879	40,983	47,087
Building Inspection Services Representative	34,879	40,983	47,087
Administrative Coordinator	36,099	42,416	48,733
Communications & Marketing Specialist	36,099	42,416	48,733
Community Service Officer	36,099	42,416	48,733
Computer Operator	36,099	42,416	48,733
Legal Assistant	36,099	42,416	48,733
Senior Police Front Desk Clerk	36,099	42,416	48,733
Cable TV Technician	38,542	45,287	52,032
Executive Coordinator	38,542	45,287	52,032

Facilities Maintenance Supervisor	38,542	45,287	52,032
Licensing Specialist	38,542	45,287	52,032
Public Education Coordinator	38,542	45,287	52,032
Civil Engineer Technician	39,762	46,721	53,679
Code Enforcement Officer	39,762	46,721	53,679
Geographic Information Systems Tech.	39,762	46,721	53,679
Accountant	40,984	48,157	55,329
Deputy Village Clerk	40,984	48,157	55,329
Development Services Inspector	40,984	48,157	55,329
PC Technical Support Specialist	40,984	48,157	55,329
Planner I	40,984	48,157	55,329
Senior Building Inspection Services Rep.	42,816	50,308	57,801
Customer Service Supervisor	42,816	50,308	57,801
Human Resources Analyst	42,816	50,308	57,801
Web Specialist	45,258	53,178	61,098
Management Analyst	45,258	53,178	61,098
Planner II	47,699	56,046	64,393
Building Plan Reviewer/Inspector	47,699	56,046	64,393
Chief Electrical Inspector/Plan Reviewer	47,699	56,046	64,393
Plumbing Plan Review/Inspector	47,699	56,046	64,393
Programmer/Analyst	50,142	58,917	67,692
Civil Engineer I	50,142	58,917	67,692
Communication & Marketing Coordinator	55,027	64,657	74,287
Systems Engineer	55,027	64,657	74,287
Technical Services Supervisor	55,027	64,657	74,287
Streets & Forestry Supervisor	55,027	64,657	74,287
Vehicle Maintenance Supervisor	57,469	67,527	77,584
Assistant to the Village Manager	57,469	67,527	77,584
Supervisor of Streets/Electrical	57,469	67,527	77,584
Underground Utilities Supervisor	57,469	67,527	77,584
Water Treatment & WW Pumping Superv.	59,913	70,397	80,881
Accounting Manager	59,913	70,397	80,881
Building Inspection Supervisor	59,913	70,397	80,881
Civil Engineer II	59,913	70,397	80,881
Fire Marshal	59,913	70,397	80,881
Fleet Services Superintendent	62,355	73,267	84,179
Senior Planner	62,355	73,267	84,179
Assistant Director of Finance	62,355	73,267	84,179
Private Development Engineer	64,796	76,135	87,475
Fire Battalion Chief (Shift Commander)	64,796	76,135	87,475
Human Resources Manager	64,796	76,135	87,475
P. W. Operations Superintendent	64,796	76,135	87,475
Police Lieutenant	64,796	76,135	87,475
P. W. Utilities Superintendent	64,796	76,135	87,475

Assistant Director of Public Works	65,839	79,006	92,174
Deputy Chief of Police	68,229	81,875	95,522
Deputy Fire Chief	68,229	81,875	95,522
MIS Manager	70,621	84,745	98,869
Village Engineer	77,795	93,354	108,913
Chief of Police	77,795	93,354	108,913
Director of Community Development	77,795	93,354	108,913
Director of Finance/Village Treasurer	77,795	93,354	108,913
Director of Public Works	77,795	93,354	108,913
Fire Chief	77,795	93,354	108,913

<u>Part-Time Positions</u>	13.83	16.25	18.67
Part-Time Custodian	14.42	16.94	19.47
Accounting Clerk	14.42	16.94	19.47
Data Entry Clerk, Public Works	14.42	16.94	19.47
Human Resources Clerk	14.42	16.94	19.47
Police Front Desk Clerk	15.59	18.32	21.05
Police Records Clerk	15.59	18.32	21.05
Communication & Marketing Specialist	17.36	20.39	23.43
Fire Prevention Inspector	18.62	21.88	25.15
Code Enforcement Officer	19.12	22.46	25.81

**Section 2: 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 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. As of June 1, 2003, Fire Lieutenants and Police Sergeants will begin the following step-plan system:

<u>Police Sergeants</u>		<u>Fire Lieutenants</u>	
Step 1	\$68,836	Step 1	\$63,061
Step 2	70,926	Step 2	65,268
Step 3	73,079	Step 3	67,618
Step 4	75,298	Step 4	69,984
Step 5	77,584	Step 5	72,434
		Step 6	74,969
		Step 7	77,584

D. The following positions shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and AFS-CME 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

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

- Firefighter

F. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and the Illinois Fraternal Order of Police Labor Council:

- Police Officer

**Section 3: Crossing Guards**

Crossing Guards shall be paid at \$10.18 per hour.

**Section 4: 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 Human Resources Manual or the collective bargaining agreement, effective upon the passage of this ordinance or as amended from time to time.

**Section 5: 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 \_\_\_\_\_, 2003

First reading waived by this \_\_\_\_\_ 5th \_\_\_\_\_ day of June \_\_\_\_\_, 2003

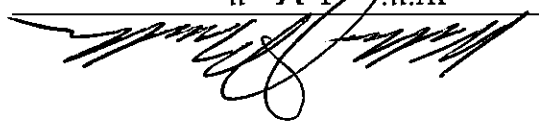
Passed on second reading this \_\_\_\_\_ 5th \_\_\_\_\_ day of June \_\_\_\_\_, 2003

Ayes: Trustees Destephano, Tross, Koenig, Sebby, Florey, Soderstrom

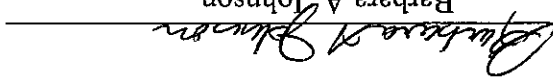
Nays: None

Absent: None

Approved this \_\_\_\_\_ 5th \_\_\_\_\_ day of June \_\_\_\_\_, 2003

  
William J. Mueller  
Village President

Attest:

  
Barbara A. Johnson  
Deputy Village Clerk

