

ORDINANCE NO _____

**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, 2011;

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:

<u>Position</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Village Hall Custodian	36,778	43,213	49,649
Police Building Custodian	38,338	45,048	51,756
Customer Service Representative	38,338	45,048	51,756
Water Billing Representative	41,459	48,715	55,971
Police Front Desk Clerk	41,459	48,715	55,971
Police Records Clerk	41,459	48,715	55,971
Accounts Payable/Accounts Receivable Clerk	41,459	48,715	55,971
Community Service Officer	41,754	49,062	56,368
Police Property Clerk	43,021	50,549	58,078
Administrative Secretary	44,582	52,384	60,186
Building Division Representative	44,582	52,384	60,186
Senior Building Division Representative	45,119	53,016	60,913
Administrative Coordinator	46,142	54,216	62,291
Accounting Assistant	46,142	54,216	62,291
Payroll/Benefits Specialist	49,264	57,886	66,507
Executive Coordinator	49,264	57,886	66,507
Facilities Maintenance Supervisor	49,264	57,886	66,507
Civil Engineer Tech	50,824	59,718	68,613

Geographic Information Systems Tech.	52,386	61,554	70,721
Accountant	52,386	61,554	70,721
Business Administrator	52,386	61,554	70,721
Development Services Inspector	52,386	61,554	70,721
IT Specialist	52,386	61,554	70,721
Planner I	52,386	61,554	70,721
Code Enforcement Coordinator	54,727	64,304	73,882
Customer Service Supervisor	56,643	66,555	76,467
Fire Prevention Inspector	56,293	67,007	77,720
Senior Planner	57,849	67,972	78,096
Building Division Plan Reviewer/Inspector I	57,849	67,972	78,096
Chief Electrical Inspector/Plan Reviewer	57,849	67,972	78,096
Plumbing Plan Review/Inspector	57,849	67,972	78,096
Management Analyst	60,969	71,638	82,308
Building Official	64,092	75,308	86,523
Civil Engineer I	64,092	75,308	86,523
Communications Coordinator	64,092	75,308	86,523
Fire Marshal	69,079	82,226	95,371
Technical Services Supervisor	70,336	82,644	94,954
Human Resources Administrator	73,457	86,312	99,169
Fleet Maintenance Operations Supervisor	73,457	86,312	99,169
Supervisor of Streets/Electrical/Forestry	73,457	86,312	99,169
Underground Utilities Supervisor	73,457	86,312	99,169
Water Treatment & WW Pumping Supv.	73,457	86,312	99,169
Accounting Manager	73,457	86,312	99,169
Civil Engineer II	73,457	86,312	99,169
Assistant Director - Com Dev	79,702	93,650	107,598
Assistant Director of Finance	79,702	93,650	107,598
Private Development Engineer	79,702	93,650	107,598
Fire Battalion Chief (Shift Commander)	82,822	97,316	111,810
P.W. Operations Superintendent	82,822	97,316	111,810
Police Lieutenant	82,822	97,316	111,810
P.W. Utilities Superintendent	82,822	97,316	111,810
Village Engineer	83,345	97,930	112,516
Assistant Director of Public Works	84,155	100,986	117,816
Assistant Fire Chief	84,155	100,986	117,816
Deputy Chief of Police	87,211	104,653	122,096
IT Manager	87,211	104,653	122,096
Chief of Police	99,437	119,324	139,212
Director of Com. Dev.	99,437	119,324	139,212
Director of Finance/Village Treasurer	99,437	119,324	139,212
Director of Public Works	99,437	119,324	139,212
Fire Chief	99,437	119,324	139,212

Part-Time Positions

Part-Time Records Clerk	17.6815	20.7756	23.8697
Data Entry Clerk, Public Works	18.4320	21.6574	24.8829
Human Resources Clerk	18.4320	21.6574	24.8829
Part-Time Police Buildings Custodian	18.4320	21.6574	24.8829
Part-Time Public Works Clerk	18.4320	21.6574	24.8829
Customer Services Rep	18.4320	21.6574	24.8829
Police Front Desk Clerk	19.1824	22.5392	26.9090
Police Records Clerk	19.9321	23.4206	26.9090
Administrative Secretary	21.4336	25.1848	28.9359
Building Division Representative	21.4336	25.1848	28.9359
Administrative Towing Coordinator	21.4336	25.1848	28.9359
Communications Specialist	22.1834	26.0655	29.9477
Fire Prevention Inspector	23.6849	27.8296	31.9744
Code Enforcement Officer	24.4347	28.7108	32.9869
Accreditation Manager	29.3119	34.4415	39.5710

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 nine (9) 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 nine (9) 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. Fire Lieutenants and Police Sergeants step system will go into effect June 1, 2011 as follows:

<u>Police Sergeants</u>		<u>Fire Lieutenants</u>	
Step 1	89,747	Step 1	82,216
Step 2	92,470	Step 2	85,095
Step 3	95,278	Step 3	88,157
Step 4	98,170	Step 4	91,243
Step 5	101,152	Step 5	94,437
		Step 6	97,742
		Step 7	101,152

D. 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

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 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 6: 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 _____, 2011.

First reading waived by this _____ day of _____, 2011.

Passed on second reading this _____ day of _____, 2011.

Ayes: _____

Nays: _____

Absent: _____

Approved this _____ day of _____, 2011.

William J. Mueller
Village President

Attest:

Brigitte O'Brien
Village Clerk