

ORDINANCE NO.
AN ORDINANCE SETTING RATES OF PAY AND SALARY INCREASES
FOR VILLAGE EMPLOYEES

WHEREAS, the President and Board of Trustees of the Village of Lombard have reviewed the proposed updated salary schedule for Village employees, 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 – The Salary Schedule, other wages and salary increases authorized by this Ordinance shall become effective as of January 1, 2021.

SECTION 2: Village Salary Schedule Increases:

All salary increases shall be based upon merit as determined through the completion of an employee performance evaluation as contained in the Village’s Human Resources Manual, as amended. 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>
Police Building Custodian	\$37,034	\$44,440	\$51,848
Finance Clerk	\$37,798	\$44,924	\$52,049
Human Resources/Payroll Specialist	\$48,917	\$60,383	\$71,848
Executive Coordinator	\$54,364	\$65,237	\$76,109
Facilities Maintenance Supervisor	\$54,364	\$65,237	\$76,109
Human Resources Generalist	\$57,966	\$69,559	\$81,152
Business Administrator	\$58,394	\$70,072	\$81,751
Communications & Marketing Coordinator	\$65,066	\$78,080	\$91,092
Police Records Supervisor	\$65,823	\$78,988	\$92,154
Asset Management Administrator	\$68,168	\$81,800	\$95,434
Civil Engineer I	\$69,538	\$83,445	\$97,353
Management Analyst	\$69,538	\$83,445	\$97,353
Customer Service System Manager	\$76,968	\$92,360	\$107,754
Accounting Coordinator	\$76,968	\$92,360	\$107,754
Urban Landscaping & Forestry Supervisor	\$84,397	\$101,277	\$118,155
Fleet Maintenance Operations Supervisor	\$84,397	\$101,277	\$118,155
Streets & Electrical Supervisor	\$84,397	\$101,277	\$118,155
Underground Utilities Supervisor	\$84,397	\$101,277	\$118,155
Water Treatment & WW Pumping Supervisor	\$84,397	\$101,277	\$118,155

Civil Engineer II	\$84,397	\$101,277	\$118,155
Fire Marshal/Bureau Chief	\$84,397	\$101,277	\$118,155
Assistant Director of Community Development	\$88,112	\$105,734	\$123,356
Building Commissioner	\$91,825	\$110,191	\$128,556
Private Development Engineer	\$91,825	\$110,191	\$128,556
P.W. Operations Superintendent	\$91,825	\$110,191	\$128,556
P.W. Utilities Superintendent	\$91,825	\$110,191	\$128,556
Assistant Director of Finance	\$92,307	\$110,768	\$129,230
Fire Battalion Chief (Shift Commander)	\$97,780	\$116,404	\$135,030
Assistant Director of Public Works	\$97,015	\$116,419	\$135,821
Police Lieutenant	\$125,283	\$130,921	\$136,560
IT Manager	\$108,900	\$131,117	\$153,333
Director of Human Resources	\$108,900	\$131,117	\$153,333
Deputy Fire Chief	\$133,057	\$144,144	\$155,233
Deputy Chief of Police	\$133,057	\$144,144	\$155,233
Assistant Village Manager	\$119,284	\$143,140	\$166,996
Chief of Police	\$119,284	\$143,140	\$166,996
Director of Community Development	\$119,284	\$143,140	\$166,996
Director of Finance/Village Treasurer	\$119,284	\$143,140	\$166,996
Director of Public Works	\$119,284	\$143,140	\$166,996
Fire Chief	\$119,284	\$143,140	\$166,996
Village Manager	\$170,337	\$204,402	\$238,470

Part-Time Positions

Part-Time Facilities Technician	\$21.3178	\$25.5834	\$29.8491
Communications Specialist	\$23.1489	\$27.7891	\$32.4293
EMA Coordinator	\$30.0000	\$35.0000	\$40.0000

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 above if he/she is evaluated below expectations, or if he/she has not completed his/her first nine (9) months of employment prior to January 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. 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 Firefighters Union Local #3009:

- Firefighter
- Fire Lieutenant

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

- Police Officer
- Police Sergeant

F. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and the Teamsters:

- Community Service Officer
- Police Front Desk Clerk
- Police Records Clerk
- Police Property Clerk

G. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and the SEIU:

- Customer Service Representative
- Water Billing Representative
- Water Billing Specialist
- Accounts Payable/Accounts Receivable Clerk

- Administrative Secretary
- Building Division Representative
- Accounting Assistant
- Administrative Coordinator
- Civil Engineering Technician
- Senior Building Division Representative
- Accountant
- Code Enforcement Coordinator
- Development Services Inspector
- Geographic Information Systems Technician
- Planner I
- Plan Reviewer/Inspector
- Chief Electrical Inspector/Plan Reviewer
- Plumbing Plan Review/Inspector
- Senior Planner
- Part-Time Data Entry Clerk, Public Works
- Part-Time Customer Services Representative
- Part-Time Code Enforcement Field Representative
- Part-Time Administrative Secretary
- Part-Time Building Division Representative
- Part-Time Code Enforcement Officer
- Part-Time Fire Prevention Inspector

H. The Village Manager shall be paid in accordance with the provisions of his contract with the Village, as amended from time to time.

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 Village's Human Resources Manual, as amended, 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: Effective January 1, 2021, for the 2021 fiscal year, the general salary increase for all full-time non-union employees shall be two percent (2.0%), with said general salary increase being implemented in accordance with, and subject to, the provisions of Chapter 4, Section E. of the Village's Human Resources Manual, as amended.

SECTION 7: Effective January 1, 2021, for the 2021 fiscal year, the merit pool salary increase for all full-time non-union employees shall be zero percent (0%), in accordance with, and subject to, the provisions of Chapter 4, Section F. of the Village's Human Resources Manual, as amended.

SECTION 9: Effective January 1, 2021, for the 2021 fiscal year, the merit one-time lump sum payment, for a full-time non-union employee who is ineligible for a general or merit pool salary increase, due to reaching the maximum for the salary range for the position held by said employee, shall be implemented in accordance with, and subject to, the provisions of the “Merit One-time Lump Sum Payment” subsection of Chapter 4, Section F. of the Village’s Human Resources Manual, as amended.”

SECTION 10: This Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

Passed on first reading this _____ day of _____, 2020.

First reading waived by action of the Board of Trustees this _____ day of _____, 2020.

Passed on second reading this _____ day of _____, 2020, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Approved by me this _____ day of _____, 2020.

Keith T. Giagnorio
Village President

Attest:

Sharon Kuderna
Village Clerk

Published in pamphlet form this _____ day of _____, 2020.

Sharon Kuderna
Village Clerk