

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 January 1, 2014;

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	31,725	38,070	44,415
Police Building Custodian	33,400	40,080	46,760
Executive Coordinator	46,801	56,161	65,521
Facilities Maintenance Supervisor	46,801	56,161	65,521
Payroll/Benefits Specialist	48,476	58,171	67,866
Business Administrator	52,664	63,196	73,729
Communications & Marketing Coordinator	56,014	67,217	78,419
Customer Service Supervisor	56,014	67,217	78,419
Police Records Supervisor	59,364	71,237	83,110
Civil Engineer I	62,714	75,257	87,800
Management Analyst	62,714	75,257	87,800
Urban Landscaping & Forestry Supervisor	69,415	83,297	97,180
Fleet Maintenance Operations Supervisor	72,765	87,318	101,871
Streets & Electrical Supervisor	72,765	87,318	101,871
Underground Utilities Supervisor	72,765	87,318	101,871
Accounting Manager	76,115	91,338	106,561
Building Official	76,115	91,338	106,561

Civil Engineer II	76,115	91,338	106,561
Fire Marshal	76,115	91,338	106,561
Water Treatment & WW Pumping Supervisor	76,115	91,338	106,561
Assistant Director of Community Development	79,465	95,358	111,251
Assistant Director of Finance	79,465	95,358	111,251
Human Resources Administrator	82,815	99,378	115,941
Private Development Engineer	82,815	99,378	115,941
P.W. Operations Superintendent	82,815	99,378	115,941
P.W. Utilities Superintendent	82,815	99,378	115,941
Fire Battalion Chief (Shift Commander)	83,985	100,782	117,579
Police Lieutenant	108,383	113,260	118,138
Assistant Director of Public Works	87,495	104,994	122,493
Assistant Fire Chief	90,897	109,076	127,256
Deputy Chief of Police	90,897	109,076	127,256
IT Manager	90,897	109,076	127,256
Village Engineer	90,897	109,076	127,256
Assistant Village Manager	104,505	125,406	146,306
Chief of Police	104,505	125,406	146,306
Director of Community Development	104,505	125,406	146,306
Director of Finance/Village Treasurer	104,505	125,406	146,306
Director of Public Works	104,505	125,406	146,306
Fire Chief	104,505	125,406	146,306

Part-Time Positions

Part-Time Police Buildings Custodian	16.0577	19.2693	22.4808
Part-Time Records Clerk	16.0577	19.2693	22.4808
Investigative Aide	20.0847	24.1015	28.1183
Communications Specialist	20.8899	25.0678	29.2457
Accreditation Manager/Training Coordinator	28.5404	34.2486	39.9568

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 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:
- Crew Leader
 - Custodial Worker (Public Works Building Only)
 - Electrician
 - Engineering Assistant
 - Forestry Technician
 - Maintenance Worker I
 - Maintenance Worker II
 - Mechanic
 - Principal Engineering Assistant
 - Senior Engineering Assistant
 - Senior Mechanic
 - Water Plant Operator
- 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:
- Administrative Towing Coordinator
 - Community Service Officer
 - Police Front Desk Clerk
 - Police Property Clerk
 - Police Records 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:

- Accountant
- Accounting Assistant
- Accounts Payable/Accounts Receivable Clerk
- Administrative Coordinator
- Administrative Secretary
- Building Division Plan Reviewer/Inspector I
- Building Division Representative
- Chief Electrical Inspector/Plan Reviewer
- Civil Engineering Technician
- Code Enforcement Coordinator
- Customer Service Representative
- Development Services Inspector
- Geographic Information Systems Technician
- IT Specialist
- Part-Time Administrative Secretary
- Part-Time Building Division Representative
- Part-Time Code Enforcement Field Representative
- Part-Time Code Enforcement Officer
- Part-Time Customer Services Representative
- Part-Time Data Entry Clerk, Public Works
- Part-Time Fire & Life Safety Specialist
- Part-Time Fire Prevention Inspector
- Part-Time Human Resources Clerk
- Planner I
- Plumbing Plan Review/Inspector
- Senior Building Division Representative
- Senior Planner
- Water Billing Representative

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 Human Resources 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 _____, 2014.

First reading waived by this _____ day of _____, 2014.

Passed on second reading this _____ day of _____, 2014.

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this _____ day of _____, 2014.

Keith T. Giagnorio
Village President

Attest:

Janet Downer
Deputy Village Clerk