


#070258

VILLAGE OF LOMBARD  
REQUEST FOR BOARD OF TRUSTEES ACTION

Resolution or Ordinance (Blue)  \_\_\_\_\_  
Waiver of First requested  \_\_\_\_\_  
Recommendations of Boards, Commissions & Committees (Green) \_\_\_\_\_  
Other Business (Pink) \_\_\_\_\_

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager 

DATE: April 23, 2007 (B of T) Date: May 4, 2007

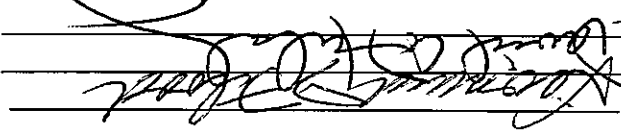
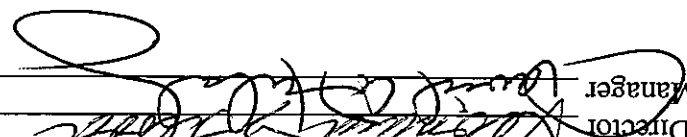
TITLE: Salary Ordinance

SUBMITTED BY: Kathleen Dunne, Human Resources Administrator

BACKGROUND/POLICY IMPLICATIONS:

Please see the attached changes which reflect a 4.0% increase to the salary schedule which will be effective June 1, 2007.

FISCAL IMPACT/FUNDING SOURCE:

Village Attorney \_\_\_\_\_  
Finance Director  \_\_\_\_\_  
Village Manager  \_\_\_\_\_  
Date 4/25/07 \_\_\_\_\_  
Date 4/25/07 \_\_\_\_\_

**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, 2007;

**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	33,579	39,455	45,332
Police Building Custodian	35,005	41,130	47,256
Customer Service Representative	36,430	42,805	49,179
Public Works Clerk	36,430	42,805	49,179
Police Front Desk Clerk	37,854	44,479	51,103
Police Records Clerk	37,854	44,479	51,103
Accounts Payable/Accounts Receivable Clerk	37,854	44,479	51,103
Police Property Clerk	39,280	46,154	53,027
Administrative Secretary	40,705	47,829	54,953
Building Inspection Services Representative	40,705	47,829	54,953
Administrative Coordinator	42,129	49,502	56,874
Community Service Officer	42,129	49,502	56,874
Computer Operator	42,129	49,502	56,874
Accounting Assistant	42,129	49,502	56,874
Payroll/Benefits Specialist	44,980	52,852	60,723
Executive Coordinator	44,980	52,852	60,723
Facilities Maintenance Supervisor	44,980	52,852	60,723
Licensing Specialist	44,980	52,852	60,723
Public Education Coordinator	44,980	52,852	60,723
Fire Prevention Inspector	45,203	53,123	61,043

46,404	54,525	46,404	Civil Engineer Technician
46,404	54,525	46,404	Code Enforcement Officer
46,404	54,525	46,404	Geographic Information Systems Tech.
47,831	56,201	47,831	Accountant
47,831	56,201	47,831	Deputy Village Clerk
47,831	56,201	47,831	Development Services Inspector
47,831	56,201	47,831	PC Technical Support Specialist
47,831	56,201	47,831	Planner I
49,968	58,712	49,968	Customer Service Supervisor
52,818	62,061	52,818	Management Analyst
52,818	62,061	52,818	Planner II
55,667	65,409	55,667	Building Plan Reviewer/Inspector I
55,667	65,409	55,667	Chief Electrical Inspector/Plan Reviewer
55,667	65,409	55,667	Plumbing Plan Reviewer/Inspector
58,518	68,759	58,518	Building Plan Review/Inspector II
58,518	68,759	58,518	Civil Engineer I
58,518	68,759	58,518	Communication & Marketing Coordinator
64,218	75,458	64,218	Technical Services Supervisor
67,069	78,807	67,069	Human Resources Administrator
67,069	78,807	67,069	Fleet Maintenance Operations Supervisor
67,069	78,807	67,069	Supervisor of Streets/Electrical/Forestry
67,069	78,807	67,069	Underground Utilities Supervisor
67,069	78,807	67,069	Water Treatment & W Pumping Supv.
69,921	82,157	69,921	Accounting Manager
69,921	82,157	69,921	Building Inspection Supervisor
69,921	82,157	69,921	Civil Engineer II
69,921	82,157	69,921	Fire Marshal
72,771	85,506	72,771	Assistant Director of Finance
72,771	85,506	72,771	Private Development Engineer
72,771	85,506	72,771	Senior Planner
75,620	88,854	75,620	Fire Battalion Chief (Shift Commander)
75,620	88,854	75,620	P. W. Operations Superintendent
75,620	88,854	75,620	Police Lieutenant
75,620	88,854	75,620	P. W. Utilities Superintendent
76,837	92,204	76,837	Assistant Director of Public Works
79,627	95,552	79,627	Deputy Chief of Police
79,627	95,552	79,627	IT Manager
82,417	98,901	82,417	Village Engineer
90,790	108,948	90,790	Chief of Police
90,790	108,948	90,790	Asst. Village Manager/Director of Com. Dev.
90,790	108,948	90,790	Director of Finance/Village Treasurer
90,790	108,948	90,790	Director of Public Works
90,790	108,948	90,790	Fire Chief

Part-Time Positions

Part-Time Records Clerk	16.1438	18.9688	21.7942
Part-Time Police Buildings Custodian	16.8293	19.7740	22.7192
Data Entry Clerk, Public Works	16.8293	19.7740	22.7192
Human Resources Clerk	16.8293	19.7740	22.7192
Police Front Desk Clerk	18.1990	21.3841	24.5688
Police Records Clerk	18.1990	21.3841	24.5688
Administrative Secretary	19.5697	22.9947	26.4197
Building Inspectional Services Representative	19.5697	22.9947	26.4197
Communications & Marketing Specialist	20.2543	23.7990	27.3433
Fire Prevention Inspector	21.7324	25.5400	29.3477
Code Enforcement Officer	22.3096	26.2139	30.1183
Accreditation Manager	22.3096	26.2139	30.1183

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. Fire Lieutenants and Police Sergeants step system will go into effect June 1, 2007 as follows:

<u>Police Sergeants</u>		<u>Fire Lieutenants</u>	
Step 1	\$80,335	Step 1	\$73,595
Step 2	82,774	Step 2	76,171
Step 3	85,287	Step 3	78,913
Step 4	87,876	Step 4	81,675
Step 5	90,545	Step 5	84,534
		Step 6	87,492
		Step 7	90,545

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: Crossing Guards**

Crossing Guards shall be paid at \$11.8760 per hour.

**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 \_\_\_\_\_, 2007

First reading waived by this \_\_\_\_\_ day of \_\_\_\_\_, 2007

Passed on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2007

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2007

\_\_\_\_\_  
William J. Mueller  
Village President

Attest:

\_\_\_\_\_  
Brigitte O'Brien  
Village Clerk