

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

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

TO : PRESIDENT AND BOARD OF TRUSTEES
FROM: Kathleen Dunne, Director of Human Resources
DATE : March 6, 2018 **(BOT) Date: March 15, 2018**
SUBJECT: Third Amendment to the Village Manager Employment Agreement
SUBMITTED BY: Kathleen Dunne, Director of Human Resources

BACKGROUND/POLICY IMPLICATIONS:

Attached is a resolution approving the Third Amendment to the Village Manager Employment Agreement. The resolution authorizes the signature of the Village President and Village Clerk to a third amendment to the original agreement.

Fiscal Impact/Funding Source:

Review (as necessary):
Finance Director _____ Date _____
Village Manager _____ Date _____

NOTE: All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.



MEMORANDUM

TO: Village President Keith Giagnorio
Lombard Village Board of Trustees

FROM: Kathleen Dunne, Director of Human Resources
Nicole Aranas, Assistant Village Manager

DATE: March 6, 2018

SUBJECT: Third Amendment to Village Manager's Employment Agreement

In November of 2017, the Village Board determined that a range would be listed in the salary ordinance for Village Manager and that the position would receive the same annual general increase as the non-union employees. The Village Board discussed the potential of additional wage movement in connection with a merit increase or an overall market adjustment in connection with the Village Manager's annual employee evaluation.

As the Village Manager's annual employee evaluation has been completed, staff provided two wage compensation surveys for the Village Manager using two different methodologies/comparison sets.

1. ILCMA Survey - The first survey updates the initial information provided to the Board in May of 2017 comparing base salaries for Village Managers of communities of 25,000 to 69,000 responding to a wage survey completed by the Illinois City Managers Association (ILCMA). This survey also includes information regarding population, severance provisions and additional compensation. The survey takes into account base salary and additional compensation to establish a total compensation figure.
2. Lombard Wage Study - The second survey provided is an extension of survey completed by the Village in 2017 for all non-union personnel. This survey uses the identical comparable community set to compare actual wages (base salary) and minimum and maximum salary ranges, where utilized. Three communities surveyed designate a wage range for the Village manager, while the remaining thirteen communities set wages by contract and not a designated wage range.

Both wage compensation surveys showed that Village Manager, Scott Niehaus was below the 50% mean when compared to his peers. Therefore, the Board has recommended to adjust Scott Niehaus's base salary to \$191,500 retro to January 1, 2018. This practice is consistent with Board policy regarding compensation with the non-union employees and the various bargaining units.

Please feel to contact us should you have any questions or concerns whatsoever regarding these matters.

cc: Thomas Bayer, Village Attorney

RESOLUTION NO. _____

**A RESOLUTION APPROVING
A THIRD AMENDMENT TO
VILLAGE MANAGER EMPLOYMENT AGREEMENT**

BE IT RESOLVED by the President and Board of Trustees of the Village of Lombard, DuPage County, Illinois, that the President and Board of Trustees hereby approve the "Third Amendment to Village Manager Employment Agreement" attached hereto as Exhibit 1 and made part hereof (the "Third Amendment").

BE IT FURTHER RESOLVED that the Village President and Village Clerk are hereby authorized and directed to execute the Third Amendment attached hereto as Exhibit 1, on behalf of the Village, as well execute any and all additional documents necessary to carry out the terms and provisions of said Third Amendment.

ADOPTED this 15th day of March, 2018, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by me this 15th day of March, 2018.

Keith Giagnorio, Village President

ATTEST:

Sharon Kuderna, Village Clerk

Exhibit 1

**THIRD AMENDMENT TO
VILLAGE MANAGER EMPLOYMENT AGREEMENT**

(attached)

**THIRD AMENDMENT TO
VILLAGE MANAGER EMPLOYMENT AGREEMENT**

This Third Amendment to Village Manager Employment Agreement (hereinafter referred to as the "Third Amendment"), being an amendment to the Village Manager Employment Agreement dated December 5, 2013, as amended by the First Amendment to Village Manager Employment Agreement dated July 16, 2015, and the Second Amendment to Village Manager Employment Agreement dated May 18, 2017 (hereinafter collectively referred to as the "Amended Agreement"), is made by and between the Village of Lombard, an Illinois municipal corporation (referred to in the Amended Agreement as the "Employer," and hereinafter referred to as the "Employer") and Scott R. Niehaus (referred to in the Amended Agreement as the "Employee," and hereinafter referred to as the "Employee"), in and for the consideration of the Employer retaining the professional services of the Employee to act as Village Manager of the Employer, and the Employee agreeing herein to provide such services, the Employer and the Employee agree as follows:

1. That Section 4A of the Amended Agreement is hereby amended by revising the monetary reference therein to read, "One Hundred Ninety-One Thousand Five Hundred and No/100 Dollars (\$191,500.00)".
2. That, notwithstanding the date of this Third Amendment, the revision to the Amended Agreement, as set forth in Section 1 above, shall be in full force and effect as of January 1, 2018, with the Employee being entitled to a retroactive payment in relation thereto.
3. That all other provisions of the Amended Agreement, not amended by this Third Amendment, shall remain in full force and effect as if set forth herein.

Executed this 15th day of March, 2018.

EMPLOYER (VILLAGE OF LOMBARD):

EMPLOYEE:

Scott R. Niehaus, Village Manager

By: _____
Keith Giagnorio, Village President

Attest: _____
Sharon Kuderna, Village Clerk