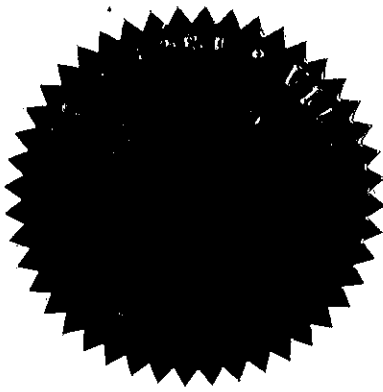


PUBLISHED IN PAMPHLET FORM THIS 3<sup>rd</sup> DAY OF JUNE 2001 BY ORDER OF THE  
CORPORATE AUTHORITIES OF THE VILLAGE OF LOMBARD, DUPAGE COUNTY,  
ILLINOIS.

*Suzan L. Kramer*  
Suzan L. Kramer  
Village Clerk



SETTING RATES OF PAY  
FOR VILLAGE EMPLOYEES

FRONT OF PAMPHLET

PAMPHLET

ORDINANCE 4981

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, DU PAGE COUNTY, ILLINOIS, as follows:

Section 1: Effective date - Salary schedule and other wages authorized shall become effective as of June 1, 2001;

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 Personnel Manual. Regular full-time and regular part-time Village employees shall be paid according to the following salary structure, except as otherwise provided herein:

| Position                                    | Minimum | Mid-Point | Maximum |
|---|---------|-----------|---------|
| Village Hall Custodian                      | 26,666  | 31,332    | 35,999  |
| Records Clerk                               | 26,666  | 31,332    | 35,999  |
| Accounting Clerk                            | 27,798  | 32,662    | 37,527  |
| Data Entry Clerk-Public Works               | 27,798  | 32,662    | 37,527  |
| Human Resources Clerk                       | 27,798  | 32,662    | 37,527  |
| Police Building Custodian                   | 27,798  | 32,662    | 37,527  |
| Accounts Payable Clerk                      | 28,930  | 33,992    | 39,055  |
| Customer Service Representative             | 28,930  | 33,992    | 39,055  |
| Fleet Services Clerk                        | 28,930  | 33,992    | 39,055  |
| Police Front Desk Clerk                     | 30,061  | 35,322    | 40,583  |
| Police Records Clerk                        | 30,061  | 35,322    | 40,583  |
| Accounts Receivable Clerk                   | 31,193  | 36,652    | 42,111  |
| Police Property Clerk                       | 31,193  | 36,652    | 42,111  |
| Administrative Secretary                    | 32,325  | 37,982    | 43,639  |
| Building Inspection Services Representative | 32,325  | 37,982    | 43,639  |
| Administrative Coordinator                  | 33,456  | 39,311    | 45,165  |
| Communications & Marketing Specialist       | 33,456  | 39,311    | 45,165  |
| Community Service Officer                   | 33,456  | 39,311    | 45,165  |
| Computer Operator                           | 33,456  | 39,311    | 45,165  |
| Legal Assistant                             | 33,456  | 39,311    | 45,165  |
| Senior Police Front Desk Clerk              | 33,456  | 39,311    | 45,165  |
| Cable TV Technician                         | 35,720  | 41,970    | 48,222  |
| Executive Coordinator                       | 35,720  | 41,970    | 48,222  |
| Facilities Maintenance Supervisor           | 35,720  | 41,970    | 48,222  |

|        |        |        |  |
|--------|--------|--------|--|
| 35,720 | 41,970 | 48,222 | Licensing Specialist                     |
| 35,720 | 41,970 | 48,222 | Public Education Coordinator             |
| 36,851 | 43,300 | 49,749 | Civil Engineering Technician             |
| 36,851 | 43,300 | 49,749 | Code Enforcement Officer                 |
| 36,851 | 43,300 | 49,749 | Geographic Information Systems Tech.     |
| 37,984 | 44,631 | 51,278 | Accountant                               |
| 37,984 | 44,631 | 51,278 | Deputy Village Clerk                     |
| 37,984 | 44,631 | 51,278 | Development Services Inspector           |
| 37,984 | 44,631 | 51,278 | PC Technical Support Specialist          |
| 37,984 | 44,631 | 51,278 | Planner I                                |
| 37,984 | 44,631 | 51,278 | Senior Building Inspection Services Rep. |
| 39,681 | 46,625 | 53,569 | Customer Service Supervisor              |
| 39,681 | 46,625 | 53,569 | Human Resources Analyst                  |
| 39,681 | 46,625 | 53,569 | Web Specialist                           |
| 41,944 | 49,285 | 56,625 | Management Analyst                       |
| 41,944 | 49,285 | 56,625 | Planner II                               |
| 44,207 | 51,944 | 59,679 | Building Plan Reviewer/Inspector         |
| 44,207 | 51,944 | 59,679 | Chief Electrical Inspector/Plan Reviewer |
| 44,207 | 51,944 | 59,679 | Plumbing Plan Review/Inspector           |
| 44,207 | 51,944 | 59,679 | Programmer/Analyst                       |
| 46,471 | 54,604 | 62,736 | Civil Engineer I                         |
| 46,471 | 54,604 | 62,736 | Communications & Marketing Coordinator   |
| 50,998 | 59,923 | 68,848 | Systems Engineer                         |
| 50,998 | 59,923 | 68,848 | Technical Services Supervisor            |
| 50,998 | 59,923 | 68,848 | Urban and Forestry Supervisor            |
| 50,998 | 59,923 | 68,848 | Vehicle Maintenance Supervisor           |
| 53,262 | 62,582 | 71,904 | Assistant to the Village Manager         |
| 53,262 | 62,582 | 71,904 | Fire Lieutenant                          |
| 53,262 | 62,582 | 71,904 | Police Sergeant                          |
| 53,262 | 62,582 | 71,904 | Supervisor of Streets/Electrical         |
| 53,262 | 62,582 | 71,904 | Underground Utilities Supervisor         |
| 53,262 | 62,582 | 71,904 | Water Treatment & W/Pumping Superv.      |
| 55,526 | 65,242 | 74,960 | Accounting Manager                       |
| 55,526 | 65,242 | 74,960 | Building Inspection Supervisor           |
| 55,526 | 65,242 | 74,960 | Civil Engineer II                        |
| 55,526 | 65,242 | 74,960 | Fire Marshal                             |
| 55,526 | 65,242 | 74,960 | Fleet Services Superintendent            |
| 55,526 | 65,242 | 74,960 | Senior Planner                           |
| 57,789 | 67,902 | 78,015 | Assistant Director of Finance            |
| 57,789 | 67,902 | 78,015 | Private Development Engineer             |
| 60,052 | 70,561 | 81,070 | Fire Battalion Chief (Shift Commander)   |
| 60,052 | 70,561 | 81,070 | Human Resources Manager                  |
| 60,052 | 70,561 | 81,070 | P.W. Operations Superintendent           |
| 60,052 | 70,561 | 81,070 | Police Lieutenant                        |

|                                       |        |        |         |
|---------------------------------------|--------|--------|---------|
| P. W. Utilities Superintendent        | 60,052 | 70,561 | 81,070  |
| Assistant Director of Public Works    | 61,018 | 73,221 | 85,425  |
| Deputy Chief of Police                | 63,234 | 75,880 | 88,528  |
| Deputy Fire Chief                     | 63,234 | 75,880 | 88,528  |
| MIS Manager                           | 63,234 | 75,880 | 88,528  |
| Village Engineer                      | 65,540 | 78,540 | 91,630  |
| Chief of Police (Acting)              | 72,099 | 86,519 | 100,938 |
| Director of Community Development     | 72,099 | 86,519 | 100,938 |
| Director of Finance/Village Treasurer | 72,099 | 86,519 | 100,938 |
| Director of Public Works              | 72,099 | 86,519 | 100,938 |
| Fire Chief                            | 72,099 | 86,519 | 100,938 |

Part-Time Positions

|                                      |       |       |       |
|--------------------------------------|-------|-------|-------|
| Part-Time Custodian                  | 12.82 | 15.06 | 17.31 |
| Accounting Clerk                     | 13.36 | 15.70 | 18.04 |
| Data Entry Clerk-P.W.                | 13.36 | 15.70 | 18.04 |
| Human Resources Clerk                | 13.36 | 15.70 | 18.04 |
| Police Front Desk Clerk              | 14.45 | 16.98 | 19.51 |
| Police Records Clerk                 | 14.45 | 16.98 | 19.51 |
| Administrative Secretary             | 15.54 | 18.26 | 20.98 |
| Communication & Marketing Specialist | 16.08 | 18.90 | 21.71 |
| Fire Prevention Inspector            | 17.26 | 20.28 | 23.31 |
| Code Enforcement Officer             | 17.72 | 20.82 | 23.92 |

Section 2: Village Salary Schedule Increases (continued)

B. An employee at the top of range who receives a rating of "Exceeds Expectations" on his or her performance evaluation will be eligible to receive a performance incentive payment in a manner established by the Village Board which will not be added to base salary.

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.



All rates of pay for overtime, premium pay and other special pay shall be made according to the appropriate sections of the Personnel 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 \_\_\_\_\_, 2001

First reading waived by this 7th \_\_\_\_\_ day of June \_\_\_\_\_, 2001

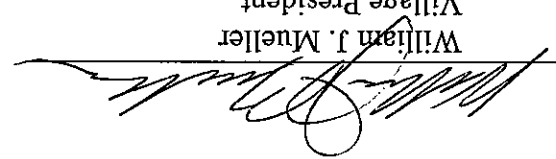
Passed on second reading this \_\_\_\_\_ 7th \_\_\_\_\_ day of June \_\_\_\_\_, 2001

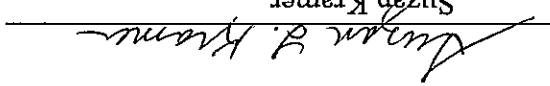
**Ayes:** Trustees Destephano, Koenig, Florey, Soderstrom

**Nays:** Trustee Tross

**Absent:** Trustee Sebby

Approved this \_\_\_\_\_ 7th \_\_\_\_\_ day of June \_\_\_\_\_, 2001

  
William J. Mueller  
Village President

  
Suzan Kramer  
Village Clerk

Attest:

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