

060324

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: William T. Lichter, Village Manager

DATE: June 7, 2006 (B of T) Date: June 15, 2006

TITLE: Salary Ordinance

SUBMITTED BY: Kathleen Dunne, Human Resources Generalist

BACKGROUND/POLICY IMPLICATIONS:

Amending Ordinance 5865 with regard to the addition of Assistant Village Manager/Director of Community Development job position.

FISCAL IMPACT/FUNDING SOURCE:

Village Attorney _____
Finance Director _____
Village Manager _____
Date _____
Date _____
Date 6/7/06

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, 2006;

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	32,288	37,938	43,588
Records Clerk	32,288	37,938	43,588
Police Building Custodian	33,658	39,548	45,438
Customer Service Representative	35,029	41,158	47,288
Public Works Clerk	35,029	41,158	47,288
Police Front Desk Clerk	36,398	42,768	49,138
Police Records Clerk	36,398	42,768	49,138
Accounts Payable/Accounts Receivable Clerk	36,398	42,768	49,138
Police Property Clerk	37,769	44,379	50,988
Administrative Secretary	39,139	45,989	52,839
Building Inspection Services Representative	39,139	45,989	52,839
Administrative Coordinator	40,509	47,598	54,687
Community Service Officer	40,509	47,598	54,687
Computer Operator	40,509	47,598	54,687
Accounting Assistant	40,509	47,598	54,687
Senior Police Front Desk Clerk	40,509	47,598	54,687
Executive Coordinator	43,250	50,819	58,388
Facilities Maintenance Supervisor	43,250	50,819	58,388
Licensing Specialist	43,250	50,819	58,388
Public Education Coordinator	43,250	50,819	58,388

ORDINANCE NO _____

Salary Ordinance		
Civil Engineer Technician	44,620	52,428
Code Enforcement Officer	44,620	52,428
Geographic Information Systems Tech.	44,620	52,428
Accountant	45,991	54,039
Deputy Village Clerk	45,991	54,039
Development Services Inspector	45,991	54,039
PC Technical Support Specialist	45,991	54,039
Planner I	45,991	54,039
Customer Service Supervisor	48,046	56,454
Human Resources Generalist	48,046	56,454
Web Specialist	48,046	56,454
Management Analyst	50,787	59,674
Planner II	50,787	59,674
Building Plan Reviewer/Inspector	53,526	62,893
Chief Electrical Inspector/Plan Reviewer	53,526	62,893
Plumbing Plan Review/Inspector	53,526	62,893
Programmer/Analyst	53,526	62,893
Building Plan Review/Inspector II	56,268	66,114
Civil Engineer I	56,268	66,114
Communication & Marketing Coordinator	56,268	66,114
Systems Engineer	61,749	72,555
Technical Services Supervisor	61,749	72,555
Assistant to the Village Manager	64,490	75,776
Fleet Maintenance Operations Supervisor	64,490	75,776
Supervisor of Streets/Electrical/Forestry	64,490	75,776
Underground Utilities Supervisor	64,490	75,776
Water Treatment & WW Pumping Supv.	64,490	75,776
Accounting Manager	67,231	78,997
Building Inspection Supervisor	67,231	78,997
Civil Engineer II	67,231	78,997
Fire Marshal	67,231	78,997
Fleet Services Superintendent	67,231	78,997
Assistant Director of Finance	69,972	82,217
Private Development Engineer	69,972	82,217
Senior Planner	69,972	82,217
Fire Battalion Chief (Shift Commander)	72,712	85,436
Human Resources Manager	72,712	85,436
P.W. Operations Superintendent	72,712	85,436
Police Lieutenant	72,712	85,436
P.W. Utilities Superintendent	72,712	85,436
Assistant Director of Public Works	73,882	88,658
Deputy Chief of Police	76,564	91,877
Deputy Fire Chief	76,564	91,877
IT Manager	76,564	91,877

Salary Ordinance

Village Engineer	79,248	95,097	110,946
Chief of Police	87,298	104,758	122,217
Asst. Village Manager/Director of Com. Dev.	87,298	104,758	122,217
Director of Finance/Village Treasurer	87,298	104,758	122,217
Director of Public Works	87,298	104,758	122,217
Fire Chief	87,298	104,758	122,217

Part-Time Positions

Part-Time Police Buildings Custodian	16,1817	19,0135	21,8452
Data Entry Clerk, Public Works	16,1817	19,0135	21,8452
Human Resources Clerk	16,1817	19,0135	21,8452
Police Front Desk Clerk	17,4990	20,5615	23,6240
Police Records Clerk	17,4990	20,5615	23,6240
Administrative Secretary	18,8168	22,1101	25,4034
Building Inspectional Services Representative	18,8168	22,1101	25,4034
Communications & Marketing Specialist	19,4755	22,8837	26,2918
Fire Prevention Inspector	20,8965	24,5577	28,2189
Code Enforcement Officer	21,4519	25,2058	28,9601
Accreditation Manager	21,4519	25,2058	28,9601

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, 2006 as follows:

Police Sergeants

Fire Lieutenants

Step 1	\$77,245	Step 1	\$70,765
Step 2	79,590	Step 2	73,241
Step 3	82,006	Step 3	75,878
Step 4	84,496	Step 4	78,534
Step 5	87,062	Step 5	81,282
		Step 6	84,127
		Step 7	87,062

D. The following positions shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and AFS-CME 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 \$11.4192 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 _____, 2006

First reading waived by this _____ day of _____, 2006

Passed on second reading this _____ day of _____, 2006

Ayes: _____

Nays: _____

Absent: _____

Approved this _____ day of _____, 2006

William J. Mueller
Village President

Attest:

Brigitte O'Brien
Village Clerk