


090156

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION

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

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: David Hulseberg, Village Manager 

DATE: March 25, 2009 (B of T) Date: April 2, 2009

TITLE: Salary Ordinance

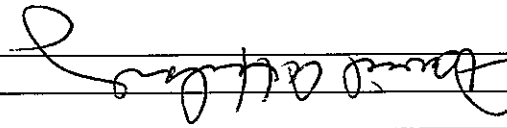
SUBMITTED BY: Kathleen Dunne, Human Resources Administrator

BACKGROUND/POLICY IMPLICATIONS:

Please see the attached changes which reflect a 3.75% increase to the salary schedule which will be effective June 1, 2009.

FISCAL IMPACT/FUNDING SOURCE:

Village Attorney	<u> </u>
Finance Director	<u> </u>
Village Manager	<u> </u>
Date	<u> </u>
Date	<u> </u>
Date	<u> </u>



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, 2009;

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	36,145	42,470	48,795
Police Building Custodian	37,679	44,273	50,866
Customer Service Representative	39,213	46,075	52,937
Public Works Clerk	37,679	44,273	50,866
Police Front Desk Clerk	40,746	47,877	55,008
Police Records Clerk	40,746	47,877	55,008
Accounts Payable/Accounts Receivable Clerk	40,746	47,877	55,008
Police Property Clerk	42,281	49,680	57,079
Administrative Secretary	43,815	51,483	59,151
Building Inspection Services Representative	43,815	51,483	59,151
Senior BIS Representative	44,343	53,150	61,957
Administrative Coordinator	45,348	53,284	61,220
Community Service Officer	45,348	53,284	61,220
Computer Operator	45,348	53,284	61,220
Accounting Assistant	45,348	53,284	61,220
Payroll/Benefits Specialist	48,417	56,890	65,363
Executive Coordinator	48,417	56,890	65,363
Facilities Maintenance Supervisor	48,417	56,890	65,363
Licensing Specialist	48,417	56,890	65,363
Public Education Coordinator	48,417	56,890	65,363

Salary Ordinance			
65,707	59,249	48,657	Fire Prevention Inspector
67,433	58,691	49,950	Civil Engineer Tech
67,433	58,691	49,950	Code Enforcement Coordinator
67,433	58,691	49,950	Geographic Information Systems Tech.
69,505	60,495	51,485	Accountant
69,505	60,495	51,485	Deputy Village Clerk
69,505	60,495	51,485	Development Services Inspector
69,505	60,495	51,485	IT Specialist
69,505	60,495	51,485	Planner I
69,505	60,495	51,485	Customer Service Supervisor
72,611	63,198	53,786	Management Analyst
76,753	66,803	56,854	Senior Planner
76,753	66,803	56,854	Senior Planner
80,892	70,406	59,920	Building Plan Reviewer/Inspector I
80,892	70,406	59,920	Building Plan Reviewer/Inspector II
80,892	70,406	59,920	Chief Electrical Inspector/Plan Reviewer
80,892	70,406	59,920	Plumbing Plan Review/Inspector
80,892	70,406	59,920	Building Plan Review/Inspector II
85,035	74,013	62,990	Civil Engineer I
85,035	74,013	62,990	Communication & Marketing Coordinator
85,035	74,013	62,990	Technical Services Supervisor
93,321	81,223	69,126	Human Resources Administrator
97,463	84,828	72,194	Fleet Maintenance Operations Supervisor
97,463	84,828	72,194	Supervisor of Streets/Electrical/Forestry
97,463	84,828	72,194	Underground Utilities Supervisor
97,463	84,828	72,194	Water Treatment & W/Pumping Supv.
101,605	88,434	75,263	Accounting Manager
101,605	88,434	75,263	Building Inspection Supervisor
101,605	88,434	75,263	Civil Engineer II
101,605	88,434	75,263	Fire Marshal
105,747	92,039	78,331	Assistant Director - Com Dev
105,747	92,039	78,331	Assistant Director of Finance
105,747	92,039	78,331	Private Development Engineer
109,887	95,642	81,398	Fire Battalion Chief (Shift Commander)
109,887	95,642	81,398	P.W. Operations Superintendent
109,887	95,642	81,398	Police Lieutenant
109,887	95,642	81,398	P.W. Utilities Superintendent
115,790	99,249	82,708	Assistant Director of Public Works
119,996	102,853	85,711	Deputy Chief of Police
119,996	102,853	85,711	IT Manager
124,200	106,457	88,715	Village Engineer
136,818	117,272	97,727	Chief of Police
136,818	117,272	97,727	Director of Com. Dev.
136,818	117,272	97,727	Director of Finance/Village Treasurer
136,818	117,272	97,727	Director of Public Works
136,818	117,272	97,727	Fire Chief

Part-Time Positions

Part-Time Records Clerk	17.374	20.4183	23.4592
Part-Time Police Buildings Custodian	18.1150	21.2849	24.4549
Data Entry Clerk, Public Works	18.1150	21.2849	24.4549
Human Resources Clerk	18.1150	21.2849	24.4549
Police Front Desk Clerk	19.5893	23.0178	26.4462
Police Records Clerk	19.5893	23.0178	26.4462
Administrative Secretary	21.0650	24.7516	28.4382
Building Inspectional Services Representative	21.0650	24.7516	28.4382
Communications & Marketing Specialist	21.8019	25.6172	29.4326
Fire Prevention Inspector	23.2775	27.3510	31.4245
Code Enforcement Officer	24.0144	28.2170	32.4196
Accreditation Manager	28.8078	33.8491	38.8904

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 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 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. Fire Lieutenants and Police Sergeants step system will go into effect June 1, 2009 as follows:

<u>Police Sergeants</u>		<u>Fire Lieutenants</u>	
Step 1	\$86,474	Step 1	\$79,218
Step 2	89,098	Step 2	81,991
Step 3	91,803	Step 3	84,942
Step 4	94,590	Step 4	87,916
Step 5	97,463	Step 5	90,993
		Step 6	94,177
		Step 7	97,463

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

F. 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 \$12.7835 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 _____, 2009
First reading waived by this _____ day of _____, 2009
Passed on second reading this _____ day of _____, 2009

Ayes:

Nays:

Absent:

Approved this _____ day of _____, 2009

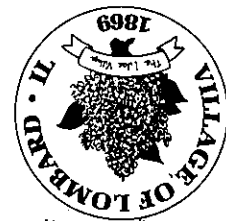
William J. Mueller
Village President

Attest:

Brittne O'Brien
Village Clerk

090156

Agenda Item VIII-I



To: David Hulseberg, Village Manager
From: Kathleen Dunne, Human Resources Administrator *KD*
Date: March 30, 2009
Re: Revised Salary Ordinance

Please discard the prior Salary Ordinance that was provided to you and replace it with the attached revised Salary Ordinance. There were a few minor corrections. If you have any questions, feel free to contact me.

ORDINANCE NO _____

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Passed on first reading this _____ day of _____, 2009

First reading waived by this _____ day of _____, 2009

Passed on second reading this _____ day of _____, 2009

Ayes:

Nays:

Absent:

Approved this _____ day of _____, 2009

William J. Mueller
Village President

Attest:

Brigitte O'Brien
Village Clerk