



**ORDINANCE NO.  
AN ORDINANCE SETTING RATES OF PAY AND SALARY INCREASES  
FOR VILLAGE EMPLOYEES**

**WHEREAS**, the President and Board of Trustees of the Village of Lombard have reviewed the proposed updated salary schedule for Village employees, 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 – The Salary Schedule, other wages and salary increases authorized by this Ordinance shall become effective as of January 1, 2024.

**SECTION 2: Village Salary Schedule Increases:**

All salary increases shall be based upon merit as determined through the completion of an employee performance evaluation as contained in the Village’s Human Resources Manual, as amended. Regular full-time and regular part-time Village employees shall be paid according to the following salary structure, except as otherwise provided herein:

<b><u>Position</u></b>	<b><u>Minimum</u></b>	<b><u>Mid-Point</u></b>	<b><u>Maximum</u></b>
Police Building Custodian	\$40,075	\$48,091	\$56,105
Facilities Technician	\$53,560	\$60,255	\$66,950
Administrative Coordinator	\$53,115	\$64,561	\$76,007
Finance Clerk *	\$51,418	\$62,344	\$77,126
Administrative Secretary *	\$51,418	\$62,344	\$77,126
Accounts Payable/Accounts Receivable Clerk *	\$51,418	\$62,344	\$77,126
Water Billing Representative *	\$51,418	\$62,344	\$77,126
Administrative Coordinator *	\$51,418	\$62,344	\$77,126
Permit Technician *	\$51,418	\$62,344	\$77,126
Administrative Specialist*	\$51,418	\$62,344	\$77,126
Executive Coordinator	\$58,828	\$70,594	\$82,359
Human Resources Specialist	\$67,442	\$80,778	\$94,112
Business Administrator/Deputy Clerk	\$67,442	\$80,778	\$94,112
Code Enforcement Coordinator	\$67,442	\$80,778	\$94,112
Geographic Information Systems Data Analyst	\$67,442	\$80,778	\$94,112
Civil Engineer Technician	\$67,442	\$80,778	\$94,112
Permit Coordinator	\$67,442	\$80,778	\$94,112
Human Resources Generalist	\$68,098	\$82,134	\$95,978
Accountant	\$68,098	\$82,134	\$95,978

Facilities Maintenance Supervisor	\$68,098	\$82,134	\$95,978
Communications & Marketing Coordinator	\$71,378	\$85,423	\$99,466
Plan Reviewer	\$71,378	\$85,423	\$99,466
Building Inspector	\$71,378	\$85,423	\$99,466
Combination Inspector	\$71,378	\$85,423	\$99,466
Development Services Inspector	\$71,378	\$85,423	\$99,466
Police Records Supervisor	\$71,378	\$85,423	\$99,466
Asset Management Administrator	\$75,249	\$90,298	\$105,347
Civil Engineer I	\$75,249	\$90,298	\$105,347
Management Analyst	\$75,249	\$90,298	\$105,347
Business Process Manager	\$84,906	\$101,887	\$118,866
Accounting Manager	\$84,906	\$101,887	\$118,866
Economic Development Specialist	\$84,906	\$101,887	\$118,866
Planning & Zoning Manager	\$84,906	\$101,887	\$118,866
Civil Engineer II	\$91,328	\$109,593	\$127,858
Fire Marshal/Bureau Chief	\$91,328	\$109,593	\$127,858
Urban Landscaping & Forestry Supervisor	\$97,928	\$117,509	\$137,093
Fleet Maintenance Operations Supervisor	\$97,928	\$117,509	\$137,093
Streets & Electrical Supervisor	\$97,928	\$117,509	\$137,093
Underground Utilities Supervisor	\$97,928	\$117,509	\$137,093
Water Treatment & WW Pumping Supervisor	\$97,928	\$117,509	\$137,093
Private Development Engineer	\$102,900	\$123,477	\$144,056
Assistant Director of Finance	\$102,900	\$123,477	\$144,056
P.W. Operations Superintendent	\$102,900	\$123,477	\$144,056
P.W. Utilities Superintendent	\$102,900	\$123,477	\$144,056
Assistant Director of Public Works	\$108,000	\$129,600	\$151,199
Building and Code Enforcement Director	\$108,000	\$129,600	\$151,199
Police Lieutenant	\$135,570	\$143,385	\$151,199
IT Manager	\$119,899	\$143,940	\$167,980
Deputy Police Chief	\$143,983	\$155,982	\$167,980
Deputy Fire Chief	\$143,983	\$155,982	\$167,980
Director of Human Resources	\$122,751	\$143,590	\$175,291
Chief of Police	\$131,586	\$157,902	\$184,219
Director of Community Development	\$131,586	\$157,902	\$184,219
Director of Finance/Village Treasurer	\$131,586	\$157,902	\$184,219
Director of Public Works	\$131,586	\$157,902	\$184,219
Fire Chief	\$131,586	\$157,902	\$184,219
Deputy Village Manager	\$143,170	\$168,920	\$194,670
Village Manager	\$184,325	\$221,189	\$258,053

\*Administrative Specialist - SBC

**Part-Time Positions**

Communications Specialist	\$25.5363	\$31.0391	\$36.5417
Administrative Secretary	\$25.5363	\$31.0391	\$36.5417
Permit Technician *	\$25.9862	\$29.9730	\$37.0800
Administrative Coordinator *	\$24.7200	\$29.9730	\$37.0800
Administrative Specialist *	\$24.7200	\$29.9730	\$37.0800
Code Enforcement Officer	\$30.5169	\$36.9480	\$43.3789
Planner I	\$33.2523	\$40.0871	\$46.9218
Fire Prevention Inspector	\$33.2523	\$40.0871	\$46.9218
Part-time Accreditation Manager	\$36.8225	\$44.6763	\$56.6500

\*Administrative Specialist - SBC

**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 above if he/she is evaluated below expectations, or if he/she has not completed his/her first nine (9) months of employment prior to January 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.** 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

D. 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
- Fire Lieutenant
- Fire Battalion Chief

E. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreements between the Village and the Illinois Fraternal Order of Police Labor Council:

- Police Officer
- Police Sergeant

F. The following position(s) shall be paid in accordance with the provisions of the collective bargaining agreement between the Village and the Teamsters:

- Community Service Officer
- Police Front Desk Clerk
- Police Records Clerk
- Police Property Clerk

G. The Village Manager shall be paid in accordance with the provisions of his contract with the Village, as amended from time to time.

#### **SECTION 4: 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 Village's Human Resources Manual, as amended, or the collective bargaining agreement effective upon the passage of this Ordinance or as amended from time to time.

#### **SECTION 5: 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 6:** Effective January 1, 2024, for the 2024 fiscal year, the general salary increase for all full-time and part-time non-union employees shall be three percent (3.0%), with said general salary increase being implemented in accordance with, and subject to, the provisions of Chapter 4, Section E. of the Village's Human Resources Manual, as amended.

**SECTION 7:** Effective January 1, 2024, for the 2024 fiscal year, the merit pool salary increase for all full-time and part-time non-union employees shall be two percent (2.0%), in accordance with, and subject to, the provisions of Chapter 4, Section F. of the Village's Human Resources Manual, as amended.

**SECTION 8:** Effective January 1, 2024, for the 2024 fiscal year, the merit one-time lump sum payment, for a full-time non-union employee who is ineligible for a general or merit pool salary increase, due to reaching the maximum for the salary range for the position held by said employee, shall be implemented in accordance with, and subject to, the provisions of the “Merit One-time Lump Sum Payment” subsection of Chapter 4, Section F. of the Village’s Human Resources Manual, as amended.”

**SECTION 9:** This Ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form, as provided by law.

Passed on first reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

First reading waived by action of the Board of Trustees this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Passed on second reading this \_\_\_\_\_ day of \_\_\_\_\_, 2023, pursuant to a roll call vote as follows:

**AYES:** \_\_\_\_\_

**NAYS:** \_\_\_\_\_

**ABSENT:** \_\_\_\_\_

Approved by me this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Keith T. Giagnorio  
Village President

Attest:

\_\_\_\_\_  
Elizabeth Brezinski  
Village Clerk

Published in pamphlet form this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Elizabeth Brezinski  
Village Clerk