

Legistar #: 250355

**VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION**

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

TO : PRESIDENT AND BOARD OF TRUSTEES

FROM : Scott R. Niehaus, Village Manager

DATE : October 8, 2025 (B of T) Date: November 6, 2025

TITLE : Salary Ordinance

SUBMITTED BY: Kathleen Dunne, Director of Human Resources

BACKGROUND/POLICY IMPLICATIONS:

2026 Wage and Range Updates

1. Non-union Wage Adjustments – The FY 2026 budget will be on 2nd reading on November 20, 2025. The 2026 budget included a 3% increase for non-union employees. The budgeted market adjustment is competitive with the market and other union bargaining agreements.
2. Merit Pool Program – A merit pool for non-union employees shall be up to 2%. This is the same as last year.
3. Salary Ranges – Non-Union Salary ranges will be increased by the general increase or adjusted in order to remain competitive based on pay study results.

FISCAL IMPACT/FUNDING SOURCE:

Village Attorney	_____	Date	_____
Finance Director	_____	Date	_____
Village Manager		Date	<u>10/17/25</u>

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, 2026.

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:

<u>Position</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
Police Building Custodian	\$42,516	\$51,019	\$59,522
Facilities Technician	\$56,822	\$63,925	\$71,027
Administrative Coordinator	\$56,350	\$68,493	\$80,636
Finance Clerk *	\$54,549	\$68,186	\$81,823
Administrative Secretary *	\$54,549	\$68,186	\$81,823
Accounts Payable/Accounts Receivable Clerk *	\$54,549	\$68,186	\$81,823
Water Billing Representative *	\$54,549	\$68,186	\$81,823
Administrative Coordinator *	\$54,549	\$68,186	\$81,823
Permit Technician *	\$54,549	\$68,186	\$81,823
Administrative Specialist*	\$54,549	\$68,186	\$81,823
Executive Coordinator	\$62,411	\$74,893	\$87,375
Human Resources Specialist	\$71,549	\$85,696	\$99,843
Business Administrator/Deputy Clerk	\$71,549	\$85,696	\$99,843
Code Enforcement Coordinator	\$71,549	\$85,696	\$99,843
Geographic Information Systems Specialist	\$71,549	\$85,696	\$99,843
Civil Engineer Technician	\$71,549	\$85,696	\$99,843
Permit Coordinator	\$71,549	\$85,696	\$99,843
Human Resources Generalist	\$72,245	\$87,034	\$101,823
Accountant	\$72,245	\$87,034	\$101,823

Engineering Project Manager	\$75,725	\$90,624	\$105,523
Plan Reviewer	\$75,725	\$90,624	\$105,523
Building Inspector	\$75,725	\$90,624	\$105,523
Electrical Inspector	\$75,725	\$90,624	\$105,523
Development Services Inspector	\$75,725	\$90,624	\$105,523
Police Records Supervisor	\$75,725	\$90,624	\$105,523
Asset Management Administrator	\$79,832	\$95,797	\$111,763
Civil Engineer I	\$79,832	\$95,797	\$111,763
Management Analyst	\$79,832	\$95,797	\$111,763
Economic Development Specialist/Senior Planner	\$84,955	\$101,944	\$118,934
Accounting Manager	\$90,077	\$108,091	\$126,105
Business Process Manager	\$90,077	\$108,091	\$126,105
Communications and Marketing Coordinator	\$90,077	\$108,091	\$126,105
Facilities Maintenance Supervisor	\$90,077	\$108,091	\$126,105
Planning & Zoning Manager	\$90,077	\$108,091	\$126,105
Civil Engineer II	\$96,890	\$116,267	\$135,645
Fire Marshal/Bureau Chief	\$96,890	\$116,267	\$135,645
Urban Landscaping & Forestry Supervisor	\$103,892	\$124,667	\$145,442
Fleet Maintenance Operations Supervisor	\$103,892	\$124,667	\$145,442
Streets & Electrical Supervisor	\$103,892	\$124,667	\$145,442
Underground Utilities Supervisor	\$103,892	\$124,667	\$145,442
Water Treatment & WW Pumping Supervisor	\$103,892	\$124,667	\$145,442
Private Development Engineer	\$109,167	\$130,998	\$152,829
Assistant Director of Finance	\$109,167	\$130,998	\$152,829
P.W. Operations Superintendent	\$109,167	\$130,998	\$152,829
P.W. Utilities Superintendent	\$109,167	\$130,998	\$152,829
Assistant Director of Public Works	\$114,577	\$137,492	\$160,407
Police Lieutenant	\$143,826	\$152,117	\$160,407
Village Engineer	\$114,577	\$137,492	\$160,407
IT Manager	\$127,201	\$152,705	\$178,210
Deputy Police Chief	\$152,752	\$165,481	\$178,210
Deputy Fire Chief	\$152,752	\$165,481	\$178,210
Director of Building	\$130,227	\$158,096	\$185,966
Director of Economic Development & Planning	\$130,227	\$158,096	\$185,966
Director of Human Resources	\$130,227	\$158,096	\$185,996
Chief of Police	\$139,600	\$167,519	\$195,438
Director of Finance/Village Treasurer	\$139,600	\$167,519	\$195,438
Director of Public Works	\$139,600	\$167,519	\$195,438
Fire Chief	\$139,600	\$167,519	\$195,438
Deputy Village Manager	\$151,889	\$179,207	\$206,525
Village Manager	\$195,550	\$234,659	\$273,768

*Administrative Specialist - SBC

Part-Time Positions

Communications Specialist	\$27.0915	\$32.9293	\$38.7671
Administrative Secretary	\$27.0195	\$32.9293	\$38.7671
Permit Technician *	\$27.5688	\$33.4535	\$39.3382
Administrative Coordinator *	\$26.2254	\$32.7818	\$39.3382
Administrative Specialist *	\$26.2254	\$32.7818	\$39.3382
Code Enforcement Officer	\$32.3754	\$39.1980	\$46.0207
Planner I	\$35.2774	\$42.5284	\$49.7793
Fire Prevention Inspector	\$35.2774	\$42.5284	\$49.7793
Part-time Accreditation Manager	\$39.0650	\$49.5825	\$60.1000
Part-time EMS/EMA Coordinator	\$39.0650	\$49.5825	\$60.1000

*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, 2026, for the 2026 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, 2026, for the 2026 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, 2026, for the 2026 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 _____, 2025.

First reading waived by action of the Board of Trustees this _____ day of _____, 2025.

Passed on second reading this _____ day of _____, 2025, pursuant to a roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

Approved by me this _____ day of _____, 2025.

Anthony Puccio
Village President

Attest:

Ranya Elkhatib
Village Clerk

Published in pamphlet form this _____ day of _____, 2025.

Ranya Elkhatib
Village Clerk