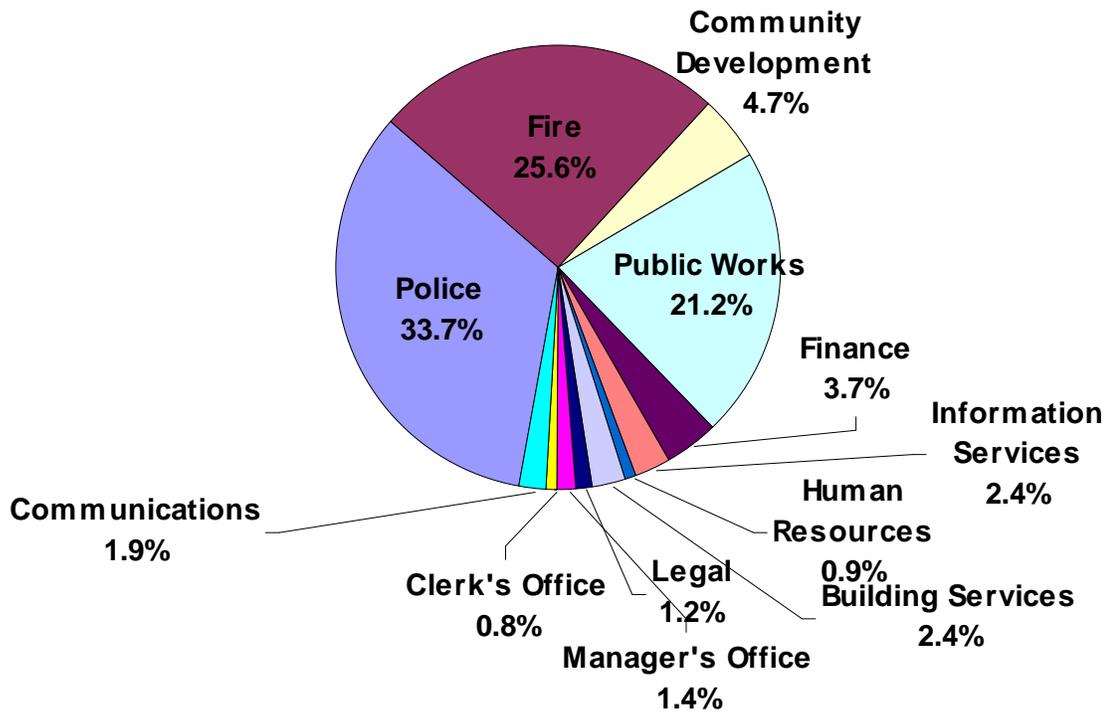


# Personnel

# 2012 Village Staffing by Department



Fiscal Year 2012 Adopted Budget

## Departmental Staffing Summary - FY2008 to FY2012

Position Title	2008	2009	2010	2011	2012	Change
Clerk's Office (Clerk)	2.50	2.50	2.50	2.75	2.75	-
Manager's Office (VMD)	7.60	6.60	4.60	5.60	4.60	(1.00)
Legal Department	3.75	3.75	3.00	3.50	4.00	0.50
Building Services Division	9.25	9.25	8.25	8.00	8.00	-
Human Resources Dept	4.50	4.50	3.50	3.50	3.60	0.10
Information Services Dept	8.75	8.00	8.00	8.00	8.00	-
Finance Dept	13.18	13.18	12.18	12.18	12.18	
Public Works Dept	78.75	77.75	74.25	68.00	69.50	1.50
Community Development Dept	19.50	18.50	16.50	15.50	15.50	-
Police Dept	120.60	120.60	114.60	110.60	110.60	-
Fire Dept	91.75	88.75	85.75	85.00	84.00	(1.00)
Communications Dept	7.75	6.25	5.50	5.25	6.25	1.00
Counseling & Social Services Dept.	3.90	3.90	1.25	1.25	-	(1.25)
Community Events Dept	3.00	3.00	1.00	-	-	-
<b>Total</b>	<b>374.78</b>	<b>366.53</b>	<b>340.88</b>	<b>329.13</b>	<b>328.98</b>	<b>(0.15)</b>

## Staffing Plan by Full-Time Equivalents (FTE) for All Funds

Department	Position Title	Grade	2008	2009	2010	2011	2012	Change
Clerk's Office	Village Clerk	14	1.00	1.00	1.00	1.00	1.00	-
	Deputy Village Clerk	6	1.00	1.00	1.00	1.00	1.00	-
	Document Management Tech	5	0.50	0.50	0.50	0.75	0.75	-
	<b>Total: Clerk's Office</b>		<b>2.50</b>	<b>2.50</b>	<b>2.50</b>	<b>2.75</b>	<b>2.75</b>	-
Manager's Office	Village Manager	NA	1.00	1.00	1.00	1.00	1.00	-
	Deputy Village Manager	23	1.00	1.00	1.00	1.00	1.00	-
	Assistant Village Manager	17	1.00	-	-	-	-	-
	Emergency Management Coordinator	15	-	-	-	1.00	1.00	-
	Management Analyst	9	2.00	2.00	1.00	1.00	1.00	-
	Administrative Secretary II	6	1.00	1.00	-	-	-	-
	Customer Service Assistant	5	1.00	1.00	1.00	1.00	-	(1.00)
	Management Intern	3	0.60	0.60	0.60	0.60	0.60	-
	<b>Total: Manager's Office</b>		<b>7.60</b>	<b>6.60</b>	<b>4.60</b>	<b>5.60</b>	<b>4.60</b>	<b>(1.00)</b>
	Legal Department	Village Attorney	23	1.00	1.00	1.00	1.00	1.00
Asst Village Attorney		17	1.00	1.00	1.00	1.00	-	(1.00)
Staff Attorney		15	0.75	0.75	-	-	1.00	1.00
Risk Manager		14	-	-	-	0.00	1.00	1.00
Legal Secretary		7	1.00	1.00	1.00	1.00	1.00	-
Law Clerk		N/A	-	-	-	0.50	-	(0.50)
<b>Total: Legal Department</b>			<b>3.75</b>	<b>3.75</b>	<b>3.00</b>	<b>3.50</b>	<b>4.00</b>	<b>0.50</b>
Building Services Division	Building Services Manager	14	1.00	1.00	1.00	1.00	1.00	-
	Building Maintenance Technician II	Union	1.00	1.00	1.00	1.00	1.00	-
	Building Maintenance Technician I	Union	1.00	1.00	1.00	1.00	1.00	-
	Building Maintenance Worker II	Union	1.00	1.00	1.00	1.00	1.00	-
	Building Maintenance Worker I	Union	5.00	5.00	4.00	4.00	4.00	-
	Seasonal - Maintenance	NA	0.25	0.25	0.25	-	-	-
<b>Total: Building Services</b>		<b>9.25</b>	<b>9.25</b>	<b>8.25</b>	<b>8.00</b>	<b>8.00</b>	-	
Human Resources Department	Human Resources Director	20	1.00	1.00	1.00	1.00	1.00	-
	Asst. Human Resources Dir./Risk Manager	16	1.00	1.00	1.00	1.00	-	(1.00)
	Benefits Coordinator	11	1.00	1.00	1.00	1.00	1.00	-
	Administrative Secretary II	6	1.00	1.00	-	-	-	-
	Administrative Secretary I	4	0.50	0.50	0.50	0.50	1.00	0.50
	HR Intern	3	-	-	-	-	0.60	0.60
<b>Total: Human Resources</b>		<b>4.50</b>	<b>4.50</b>	<b>3.50</b>	<b>3.50</b>	<b>3.60</b>	<b>0.10</b>	
Information Services Department	Information Services Director	20	1.00	1.00	1.00	1.00	1.00	-
	Asst. Information Services Dir.	15	1.00	1.00	1.00	1.00	1.00	-
	Systems Administrator	13	1.00	1.00	1.00	1.00	1.00	-
	Internet Operations Administrator	13	1.00	1.00	1.00	1.00	1.00	-
	GIS Specialist	12	1.00	1.00	1.00	1.00	1.00	-
	Public Safety Systems Administrator	12	1.00	1.00	1.00	1.00	1.00	-
	IS Trainer	11	0.50	-	-	-	-	-
	GPS Technician	10	1.00	1.00	1.00	1.00	1.00	-
	Systems Technician	10	1.00	1.00	1.00	1.00	1.00	-
	Database Programmer	10	-	-	-	-	-	-
	IS Intern	N/A	0.25	-	-	-	-	-
	<b>Total: Information Services</b>		<b>8.75</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	<b>8.00</b>	-

Fiscal Year 2012 Adopted Budget

Department	Position Title	Grade	2008	2009	2010	2011	2012	Change
Community Development Department	Community Development Director	22	1.00	1.00	1.00	1.00	1.00	-
	Chief Building Inspector	15	1.00	1.00	1.00	1.00	1.00	-
	Planning Manager	15	-	1.00	1.00	1.00	1.00	-
	Senior Planner	13	1.00	-	-	-	-	-
	Project Manager	12	-	3.00	3.00	3.00	3.00	-
	Staff Engineer - Development	12	2.00	2.00	1.00	1.00	1.00	-
	Planner	11	2.00	2.00	2.00	2.00	2.00	-
	Inspector	10	3.50	1.50	1.50	1.50	1.50	-
	Plan Reviewer	10	2.00	-	-	-	-	-
	Code Compliance Officer	9	2.00	2.00	2.00	2.00	2.00	-
	Special Projects Coordinator	9	1.00	1.00	1.00	-	-	-
	Administrative Assistant	7	1.00	1.00	1.00	1.00	1.00	-
	Administrative Secretary II	6	3.00	3.00	2.00	2.00	2.00	-
<b>Total: Community Development</b>			<b>19.50</b>	<b>18.50</b>	<b>16.50</b>	<b>15.50</b>	<b>15.50</b>	-
Communications Department	Communications Director	17	1.00	1.00	1.00	1.00	1.00	-
	Production Supervisor	8	1.00	1.00	1.00	1.00	1.00	-
	Publications Technician II	8	0.75	0.75	0.75	0.75	0.75	-
	Public Relations Specialist	8	1.00	1.00	1.00	1.00	1.00	-
	Municipal Media Assistant	7	0.75	-	-	-	-	-
	Publications Technician I	5	0.75	0.75	0.75	0.50	-	(0.50)
	Communications Specialist	5	-	-	-	0.00	1.50	1.50
	Production Assistant	3	2.50	1.75	1.00	1.00	1.00	-
<b>Total: Communications</b>			<b>7.75</b>	<b>6.25</b>	<b>5.50</b>	<b>5.25</b>	<b>6.25</b>	1.00
Police Department	Police Chief	22	1.00	1.00	1.00	1.00	1.00	-
	Deputy Police Chief - Administration	19	1.00	1.00	1.00	1.00	1.00	-
	Deputy Police Chief - Operations	19	1.00	1.00	1.00	1.00	1.00	-
	Police Lieutenant	17	5.00	5.00	5.00	4.00	4.00	-
	Police Sergeant	15	12.00	12.00	12.00	11.00	11.00	-
	Records Manager	14	1.00	1.00	1.00	1.00	1.00	-
	Public Info & Education Supervisor	13	1.00	1.00	1.00	1.00	1.00	-
	VOC Manager	13	1.00	1.00	1.00	1.00	1.00	-
	VOC Supervisor	10	1.00	1.00	1.00	1.00	1.00	-
	Records Supervisor	10	1.00	1.00	1.00	1.00	1.00	-
	Admin Spec/Purchasing Supervisor	8	1.00	1.00	1.00	1.00	1.00	-
	Crime Prevention Specialist	8	1.00	1.00	1.00	1.00	1.00	-
	CSO Supervisor	9	1.00	1.00	1.00	1.00	1.00	-
	VOC Operator	Union	14.00	14.00	13.00	15.00	15.00	-
	Court/Property Control Officer	7	1.00	1.00	1.00	1.00	1.00	-
	Administrative Secretary II	6	1.00	1.00	1.00	1.00	1.00	-
	CSO II	6	3.00	3.00	3.00	2.00	2.00	-
	Investigative Aide	6	1.00	1.00	1.00	1.00	1.00	-
	Records Specialist	5	5.00	5.00	4.00	4.00	4.00	-
	CSO I	4	3.00	3.00	1.00	1.00	1.00	-
Crossing Guard	N/A	3.60	3.60	3.60	3.60	3.60	-	
Police Officer	Union	61.00	61.00	59.00	56.00	56.00	-	
<b>Total: Police</b>			<b>120.60</b>	<b>120.60</b>	<b>114.60</b>	<b>110.60</b>	<b>110.60</b>	-
Finance Department	Finance Director	22	1.00	1.00	1.00	1.00	1.00	-
	Assistant Finance Director	16	1.00	1.00	1.00	1.00	1.00	-
	Budget Officer	16	1.00	1.00	1.00	1.00	1.00	-
	Accounting Supervisor	10	1.00	1.00	1.00	1.00	1.00	-
	Grants Coordinator	10	1.00	1.00	1.00	1.00	1.00	-
	Purchasing Assistant	9	1.00	1.00	1.00	1.00	1.00	-
	Staff Accountant	8	1.00	1.00	1.00	1.00	1.00	-
	Accounting Specialist I	5	5.00	5.00	4.00	4.00	4.00	-
	Cashier	5	1.18	1.18	1.18	1.18	1.18	-
<b>Total: Finance</b>			<b>13.18</b>	<b>13.18</b>	<b>12.18</b>	<b>12.18</b>	<b>12.18</b>	-

Department	Position Title	Grade	2008	2009	2010	2011	2012	Change
Fire Department	Fire Chief	22	1.00	1.00	1.00	1.00	1.00	-
	Deputy Fire Chief - Operations	19	1.00	1.00	1.00	1.00	1.00	-
	Deputy Fire Chief - Administration	19	1.00	1.00	1.00	1.00	1.00	-
	Battalion Chief	17	3.00	3.00	3.00	3.00	3.00	-
	Battalion Chief - Training & Safety	17	1.00	1.00	1.00	1.00	1.00	-
	Battalion Chief - Support Services	17	1.00	1.00	-	-	-	-
	Division Chief - Fire Prevention	16	1.00	1.00	1.00	1.00	1.00	-
	Asst. to the Chief Community Education	13	1.00	1.00	1.00	1.00	1.00	-
	Fire Marshall	10	1.00	1.00	1.00	1.00	1.00	-
	Fire Inspector	9	2.00	2.00	2.00	2.00	1.00	(1.00)
	Administrative Secretary II	6	3.00	3.00	3.00	3.00	3.00	-
	Administrative Specialist	5	0.50	0.50	0.50	-	-	-
	Fire Intern	N/A	0.25	0.25	0.25	-	-	-
	Fire Lieutenant	Union	15.00	15.00	15.00	12.00	12.00	-
	Firefighter-Paramedic	Union	45.00	43.00	41.00	48.00	48.00	-
Firefighter	Union	15.00	14.00	14.00	10.00	10.00	-	
<b>Total: Fire</b>			<b>91.75</b>	<b>88.75</b>	<b>85.75</b>	<b>85.00</b>	<b>84.00</b>	(1.00)
Public Works Department	Public Works Director	22	1.00	1.00	1.00	1.00	1.00	-
	Assistant Public Works Director	19	2.00	2.00	2.00	2.00	2.00	-
	Traffic Engineer Manager	16	1.00	1.00	1.00	1.00	1.00	-
	Senior Staff Engineer	15	1.00	1.00	1.00	1.00	1.00	-
	Stormwater Administrator	15	-	-	-	-	1.00	1.00
	Fleet Services Manager	14	1.00	1.00	1.00	1.00	1.00	-
	Village Forester	13	1.00	1.00	1.00	1.00	1.00	-
	Street Division Manager	13	2.00	2.00	2.00	2.00	2.00	-
	Water Manager	13	1.00	1.00	1.00	1.00	1.00	-
	Staff Engineer	12	6.00	6.00	7.00	6.00	6.00	-
	Public Services Coordinator	11	1.00	1.00	1.00	1.00	1.00	-
	Transportation Coordinator	8	1.00	1.00	-	-	-	-
	Administrative Assistant	7	1.00	-	-	0.50	1.00	0.50
	Administrative Secretary II	6	3.00	3.00	3.00	2.00	2.00	-
	Bus Operator	3	3.40	3.40	3.40	3.40	3.40	-
	Seasonal - Engineering	N/A	1.00	1.00	1.00	1.00	1.00	-
	Seasonal - Field	N/A	4.75	4.75	4.75	-	-	-
	Public Works Technician	Union	5.00	5.00	4.00	4.00	4.00	-
	Maintenance Worker II	Union	10.00	10.00	9.00	9.00	9.00	-
	CAD Technician	Union	1.00	1.00	1.00	1.00	1.00	-
	Assistant Village Forester	Union	1.00	1.00	1.00	1.00	1.00	-
	Fleet Maintenance Technician	Union	5.00	5.00	4.00	4.00	4.00	-
	Maintenance Worker I	Union	18.00	18.00	18.00	18.00	18.00	-
	Shop Assistant	Union	0.60	0.60	0.60	0.60	0.60	-
	Parts Inventory Technician	Union	1.00	1.00	1.00	1.00	1.00	-
	Water Production Specialist	Union	1.00	1.00	1.00	1.00	1.00	-
	Materials Coordinator	Union	1.00	1.00	1.00	1.00	1.00	-
	Public Works Technician - AMR	Union	1.00	1.00	1.00	1.00	1.00	-
Public Service Specialist	Union	3.00	3.00	2.50	2.50	2.50	-	
<b>Total: Public Works</b>			<b>78.75</b>	<b>77.75</b>	<b>74.25</b>	<b>68.00</b>	<b>69.50</b>	1.50
Community Events	Community Events Director	15	1.00	1.00	1.00	-	-	-
	Asst. Community Events Coord	7	2.00	2.00	-	-	-	-
	<b>Total: Community Events</b>		<b>3.00</b>	<b>3.00</b>	<b>1.00</b>	-	-	-
Counseling and Social Services	Counseling & Social Services Dir.	16	1.00	1.00	-	-	-	-
	Counselor	10	1.15	1.15	-	-	-	-
	Resource Center Coordinator	9	0.75	0.75	0.75	0.75	-	(0.75)
	Resource Center Mentor	6	0.50	0.50	0.50	0.50	-	(0.50)
	Intern Counselor	N/A	0.50	0.50	-	-	-	-
	<b>Total: Counseling &amp; Social Services</b>		<b>3.90</b>	<b>3.90</b>	<b>1.25</b>	<b>1.25</b>	-	(1.25)
<b>Total Village Staffing</b>			<b>374.78</b>	<b>366.53</b>	<b>340.88</b>	<b>329.13</b>	<b>328.98</b>	(0.15)

## Staffing Plan (Other than General Fund)

by Full Time Equivalent (FTE)

Fund	Position	2010	2011	2012
<b>Transportation Fund (112)</b>	Bus Operator	3.20	3.20	3.20
	<b>Subtotal</b>	<b>3.20</b>	<b>3.20</b>	<b>3.20</b>
<b>Capital Projects Fund (220)</b>	GPSTechnician	0.25	0.25	0.25
	PW Technician-Engineering	1.00	1.00	1.00
	Staff Engineer	1.00	1.00	1.00
	<b>Subtotal</b>	<b>2.25</b>	<b>2.25</b>	<b>2.25</b>
<b>Stormwater Fund (243)</b>	Development Engineer	1.00	1.00	1.00
	GPSTechnician	0.50	0.50	0.50
	Maint. Wkr. I	2.00	2.00	2.00
	PW Staff Engineer-Capital	1.00	1.00	1.00
	Stormwater Administrator	-	-	1.00
	Staff Engineer	1.00	1.00	1.00
	<b>Subtotal</b>	<b>5.50</b>	<b>5.50</b>	<b>6.50</b>
<b>Parking Fund (471)</b>	Administrative Secretary I	0.50	-	-
	CSO I	1.00	1.00	1.00
	CSO II	2.50	1.50	1.50
	<b>Subtotal</b>	<b>4.00</b>	<b>2.50</b>	<b>2.50</b>
<b>Water Fund (481)</b>	Accounting Specialist I	1.00	1.00	1.00
	Admin Secretary II	1.00	1.00	1.00
	Asst Director, Finance	0.25	0.25	0.25
	GPSTechnician	0.25	0.25	0.25
	Maint. Wkr. I	6.00	6.00	6.00
	Maint. Wkr. II	3.00	3.00	3.00
	Manager, PW Water Supply	1.00	1.00	1.00
	PW Seasonal - Field	0.25	-	-
	PW Tech - Water, AMR	1.00	1.00	1.00
	Staff Engineer	1.00	1.00	1.00
	Water Supply Spec	1.00	1.00	1.00
	<b>Subtotal</b>	<b>15.75</b>	<b>15.50</b>	<b>15.50</b>
<b>Fleet Maintenance Fund (531)</b>	Fleet Services Manager	1.00	1.00	1.00
	Fleet Maintenance Technician	4.00	4.00	4.00
	Parts Inventory Technician	1.00	1.00	1.00
	Shop Assistant	0.60	0.60	0.60
	<b>Subtotal</b>	<b>6.60</b>	<b>6.60</b>	<b>6.60</b>
<b>Risk Mgmt Fund (562)</b>	Administrative Secretary I	0.25	0.25	-
	Risk Manager	1.00	1.00	1.00
	<b>Subtotal</b>	<b>1.25</b>	<b>1.25</b>	<b>1.00</b>
<b>Health Ins. Fund (563)</b>	Administrative Secretary I	0.25	0.25	0.25
	Benefits Coordinator	1.00	1.00	1.00
	<b>Subtotal</b>	<b>1.25</b>	<b>1.25</b>	<b>1.25</b>
<b>Total</b>		<b>39.80</b>	<b>38.05</b>	<b>38.80</b>

Fiscal Year 2012 Adopted Budget

# Village of Downers Grove Compensation Plan

Grade	Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA
<b>3</b>	<b>Hourly:</b>	<b>13.680</b>	<b>16.416</b>	<b>18.810</b>	<b>Annual:</b>	<b>28,454</b>	<b>34,145</b>	<b>39,125</b>
	Bus Operator				Planning Intern			N
	Management/ HR Intern				Cable Production Assistant			N
<b>4</b>	<b>Hourly:</b>	<b>15.352</b>	<b>18.422</b>	<b>21.109</b>	<b>Annual:</b>	<b>31,931</b>	<b>38,318</b>	<b>43,906</b>
	Administrative Secretary I				CSO I			N
<b>5</b>	<b>Hourly:</b>	<b>17.023</b>	<b>20.427</b>	<b>23.406</b>	<b>Annual:</b>	<b>35,407</b>	<b>42,488</b>	<b>48,684</b>
	Accounting Specialist I				Publications Technician 1			N
	Cashier				Records Specialist			N
	Customer Service Assistant				Document Management Tech			N
<b>6</b>	<b>Hourly:</b>	<b>18.694</b>	<b>22.433</b>	<b>25.704</b>	<b>Annual:</b>	<b>38,884</b>	<b>46,661</b>	<b>53,465</b>
	Administrative Secretary II				Deputy Village Clerk			N
	CSO II				Investigative Aide			N
<b>7</b>	<b>Hourly:</b>	<b>20.365</b>	<b>24.438</b>	<b>28.002</b>	<b>Annual:</b>	<b>42,359</b>	<b>50,831</b>	<b>58,244</b>
	Administrative Assistant				Legal Secretary			N
	Court/ Property Control Officer				Municipal Media Assistant			N
<b>8</b>	<b>Hourly:</b>	<b>22.037</b>	<b>26.444</b>	<b>30.300</b>	<b>Annual:</b>	<b>45,836</b>	<b>55,004</b>	<b>63,025</b>
	Administrative Specialist				Public Relations Specialist			N
	Crime Prevention Specialist				Publications Technician II			N
	Production Supervisor				Staff Accountant			N
<b>9</b>	<b>Hourly:</b>	<b>23.708</b>	<b>28.449</b>	<b>32.598</b>	<b>Annual:</b>	<b>49,312</b>	<b>59,174</b>	<b>67,803</b>
	<b>Biweekly:</b>	<b>1,896.600</b>	<b>2,275.920</b>	<b>2,607.825</b>				
	Code Compliance Officer				Management Analyst			N
	CSO Supervisor				Purchasing Assistant			E
	Fire Inspector							N
<b>10</b>	<b>Hourly:</b>	<b>25.379</b>	<b>30.455</b>	<b>34.896</b>	<b>Annual:</b>	<b>52,789</b>	<b>63,346</b>	<b>72,584</b>
	<b>Biweekly:</b>	<b>2,030.333</b>	<b>2,436.400</b>	<b>2,791.708</b>				
	Accounting Supervisor				Plumbing Inspector			N
	Inspector				PSRT Coordinator			N
	Fire Marshall				Records Supervisor			E
	GPS Technician				Systems Technician			N
	Grants Coordinator				VOC Supervisor			N
<b>11</b>	<b>Biweekly:</b>	<b>2,164.000</b>	<b>2,596.800</b>	<b>2,975.500</b>	<b>Annual:</b>	<b>56,264</b>	<b>67,517</b>	<b>77,363</b>
	Benefits Coordinator				Planner			E
<b>12</b>	<b>Biweekly:</b>	<b>2,297.733</b>	<b>2,757.280</b>	<b>3,159.383</b>	<b>Annual:</b>	<b>59,741</b>	<b>71,689</b>	<b>82,144</b>
	GIS Specialist				Project Manager			E
	Staff Engineer				Public Safety System Administrator			E
<b>13</b>	<b>Biweekly:</b>	<b>2,431.400</b>	<b>2,917.680</b>	<b>3,343.175</b>	<b>Annual:</b>	<b>63,216</b>	<b>75,860</b>	<b>86,923</b>
	Internet Operations Administrator				Systems Administrator			E
	Public Education/ Information Supervisor				Village Forester			E
	Assistant to the Fire Chief				VOC Manager			E
	Senior Planner				Water Manager			E
	Street Division Manager							E
<b>14</b>	<b>Biweekly:</b>	<b>2,565.067</b>	<b>3,078.080</b>	<b>3,526.967</b>	<b>Annual:</b>	<b>66,692</b>	<b>80,030</b>	<b>91,701</b>
	Building Services Manager				Risk Manager			E
	Fleet Services Manager				Village Clerk			E
	Records Manager							E
<b>15</b>	<b>Hourly:</b>	<b>33.735</b>	<b>40.482</b>	<b>46.386</b>	<b>Annual:</b>	<b>70,169</b>	<b>84,203</b>	<b>96,482</b>
	<b>Biweekly:</b>	<b>2,698.800</b>	<b>3,238.560</b>	<b>3,710.850</b>				
	Assistant Information Services Director				Police Sergeant			N
	Chief Building Inspector				Senior Staff Engineer			E
	Emergency Management Coordinator				Staff Attorney			E
	Planning Manager				Stormwater Administrator			E

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Grade		Minimum	Control	Maximum	FLSA	Minimum	Control	Maximum	FLSA
<b>16</b>	<b>Bweekly:</b> Assistant Finance Director Budget Officer	<b>2,832.467</b>	<b>3,398.960</b>	<b>3,894.642</b>	E E	<b>Annual:</b> 73,644 Division Chief - Fire Prevention Traffic Engineer Manager	<b>88,373</b>	<b>101,261</b>	E E
<b>17</b>	<b>Bweekly:</b> Assistant Village Attorney Battalion Chief	<b>2,966.200</b>	<b>3,559.440</b>	<b>4,078.525</b>	E E	<b>Annual:</b> 77,121 Communications Director Police Lieutenant	<b>92,545</b>	<b>106,042</b>	E E
<b>19</b>	<b>Bweekly:</b> Assistant Public Works Director Deputy Fire Chief	<b>3,233.600</b>	<b>3,880.320</b>	<b>4,446.200</b>	E E	<b>Annual:</b> 84,074 Deputy Police Chief	<b>100,888</b>	<b>115,601</b>	E
<b>20</b>	<b>Bweekly:</b> Human Resources Director	<b>3,367.267</b>	<b>4,040.720</b>	<b>4,629.992</b>	E	<b>Annual:</b> 87,549 Information Services Director	<b>105,059</b>	<b>120,380</b>	E
<b>22</b>	<b>Bweekly:</b> Community Development Director Finance Director Fire Chief	<b>3,634.667</b>	<b>4,361.600</b>	<b>4,997.667</b>	E E E	<b>Annual:</b> 94,501 Police Chief Public Works Director	<b>113,402</b>	<b>129,939</b>	E E
<b>23</b>	<b>Bweekly:</b> Deputy Village Manager	<b>3,768.400</b>	<b>4,522.080</b>	<b>5,181.550</b>	E	<b>Annual:</b> 97,978 Village Attorney	<b>117,574</b>	<b>134,720</b>	E
<b>24</b>	<b>Bweekly:</b> OPEN	<b>3,902.000</b>	<b>4,682.400</b>	<b>5,365.250</b>		<b>Annual:</b> 101,452 121,742 139,497			

**Contractual Wages for Police Officers (contract expires April 30, 2012)**

Step:	Starting	1	2	3	4	5	6	7
Effective May 1, 2011	58,357	61,681	65,603	69,594	73,688	77,933	82,344	87,432

**Contractual Wages for Fire Department Union Personnel (contract expires April 30, 2014)**

Step:		1	2	3	4	5	6
Effective May 1, 2011	Firefighter	57,839	62,443	67,047	71,652	76,256	80,778
	Firefighter-Paramedic	61,310	66,189	71,070	75,952	80,832	85,625
	Fire Lieutenant	90,471	92,895	96,125			
Effective May 1, 2012	Firefighter	58,995	63,692	68,388	73,085	77,781	82,393
	Firefighter-Paramedic	62,536	67,513	72,491	77,471	82,449	87,337
	Fire Lieutenant	92,280	94,753	98,047			
Effective May 1, 2013	Firefighter	60,175	64,966	69,756	74,547	79,337	84,041
	Firefighter-Paramedic	63,787	68,863	73,941	79,020	84,098	89,084
	Fire Lieutenant	94,126	96,648	100,008			

**Contractual Wages for Communication Operators Union Personnel (contract expires May 1, 2013)**

Step:	Starting	1	2	3	4	5	6	7
Effective May 1, 2011	42,359	43,630	44,939	46,512	48,837	51,767	55,391	59,822
Effective May 1, 2012	42,359	43,630	44,939	46,512	48,837	51,767	55,391	59,822

**Contractual Wages for Public Works Union Personnel (contract expires April 30, 2012)**

Step:		1	2	3	4	5	6	7
Effective May 1, 2011	Group 1	30,113	32,264	34,414	36,566	38,716	40,868	43,018
	Group 2	36,568	39,181	41,792	44,405	47,017	49,629	52,241
	Group 3	39,805	42,648	45,490	48,334	51,177	54,020	56,863
	Group 4	43,047	46,121	49,196	52,271	55,346	58,420	61,495
	Group 5	46,293	49,601	52,903	56,214	59,521	62,827	66,134
	Group 6	49,550	53,089	56,628	60,167	63,706	67,245	70,785
	Group 7	52,594	56,351	60,108	63,864	67,621	71,378	75,135

**Public Works Union Positions**

- Group 1:** Building Maintenance Worker  
Shop Assistant
  
- Group 2:** Building Maintenance Worker II
  
- Group 3:** Maintenance Worker I  
Building Maintenance Technician I  
Parts Inventory Technician
  
- Group 4:** Public Services Specialist
  
- Group 5:** Maintenance Worker II  
Fleet Maintenance Worker Technician  
Building Maintenance Technician II  
CAD Technician  
Water Production Specialist
  
- Group 6:** Materials Coordinator  
Public Works Specialist  
Public Works Technician - Water AVR  
Public Works Technician
  
- Group 7:** Assistant Village Forester

**Part-Time Wages**

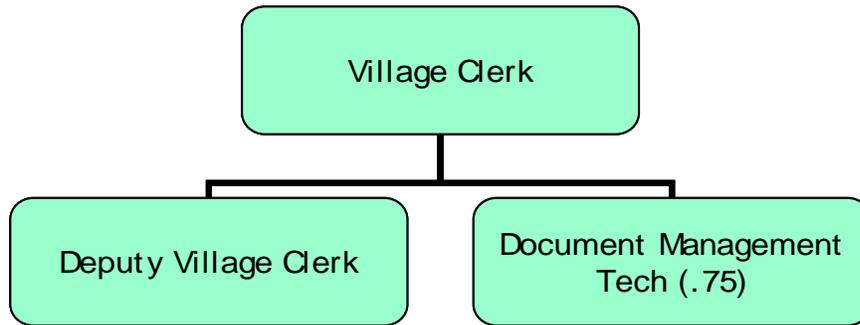
The Village of Downers Grove may establish certain part-time positions, such as Crossing Guard and seasonal hires, with hourly rates of pay ranging from a minimum of \$8.00/hour to a maximum of \$16.00/hour.

**Calculation of Minimum and Maximum**

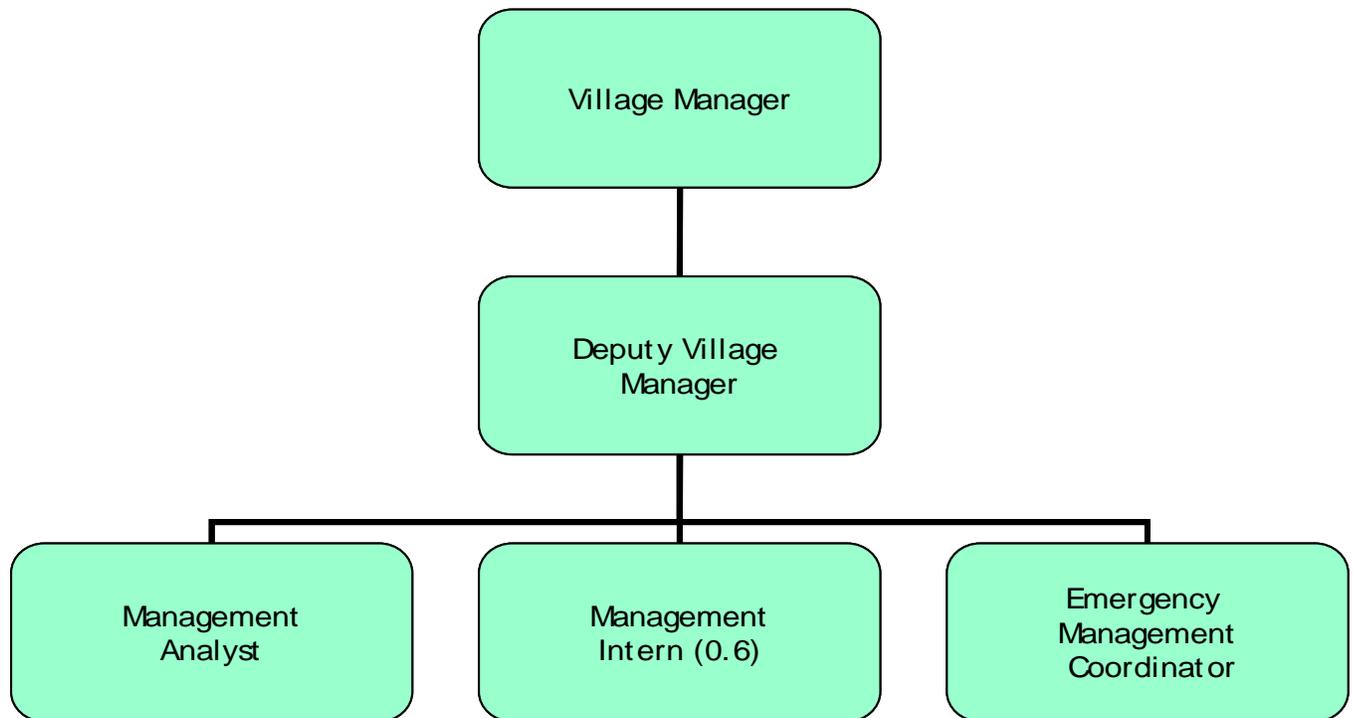
Control points are established by conducting external market analysis of comparable municipal organizations. The minimum of the range is calculated at 20% below the control point (control amount / 1.2). The maximum of the range is calculated at 37.5% above the minimum (minimum amount \* 1.375).

# Department Organization Charts

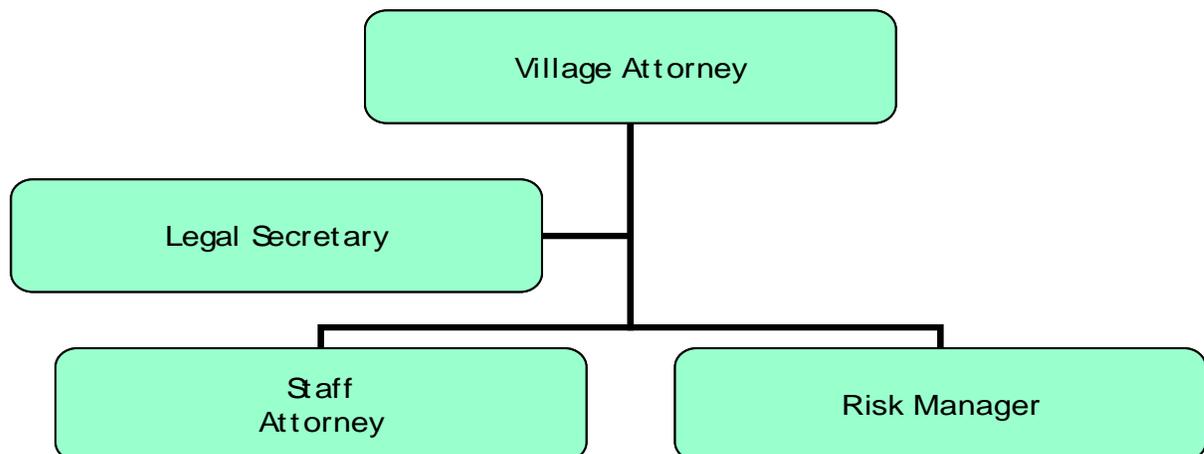
## Program 111: Clerk's Office



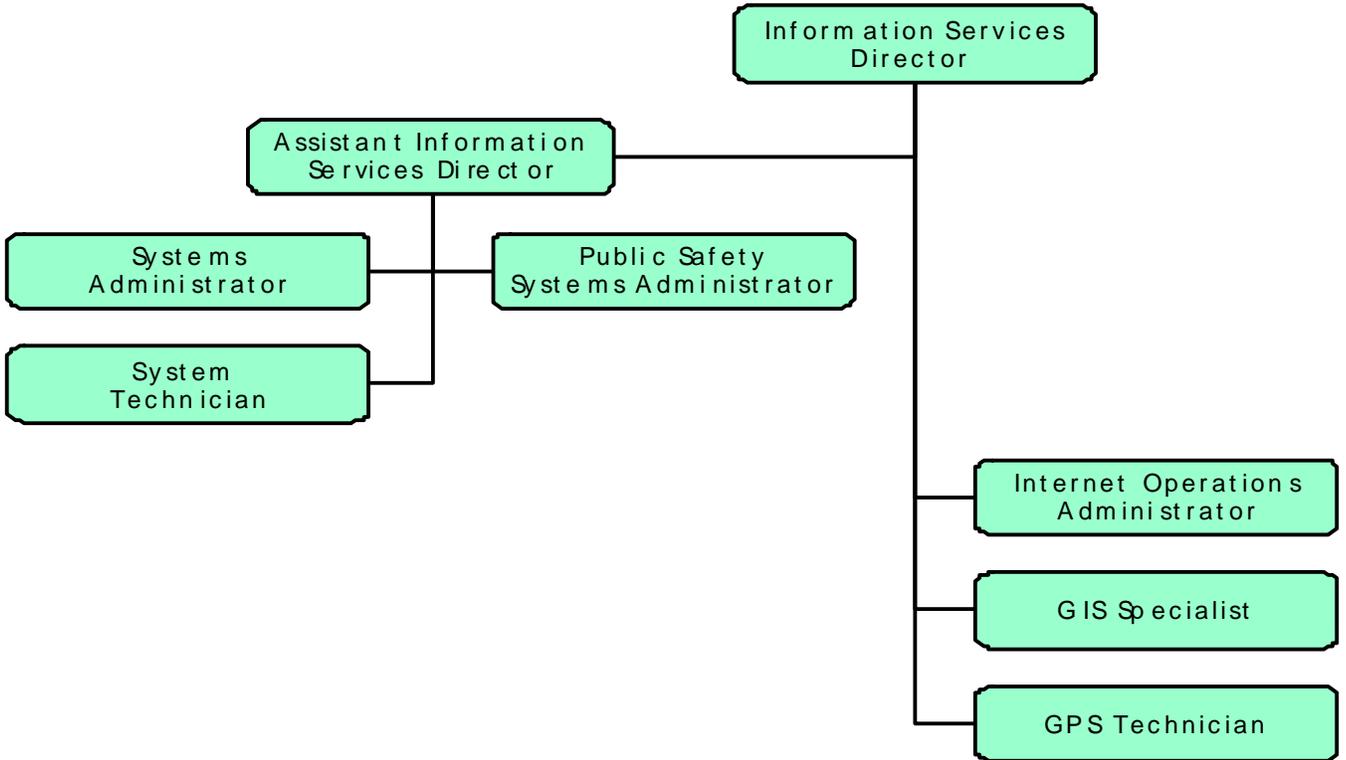
## Program 121: Manager's Office



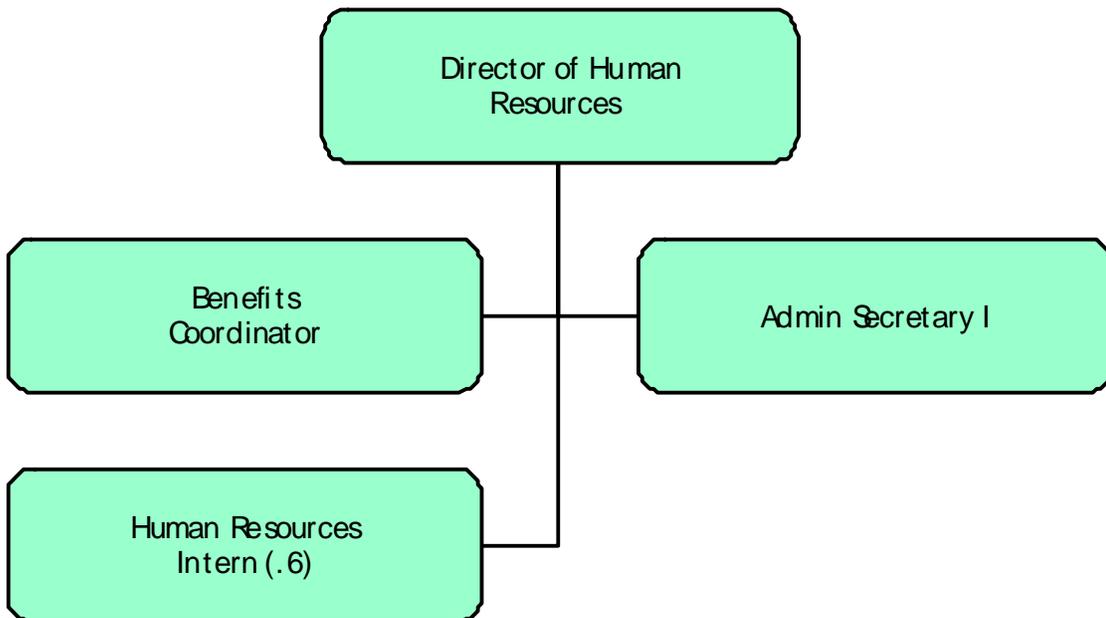
## Program 131: Legal Department



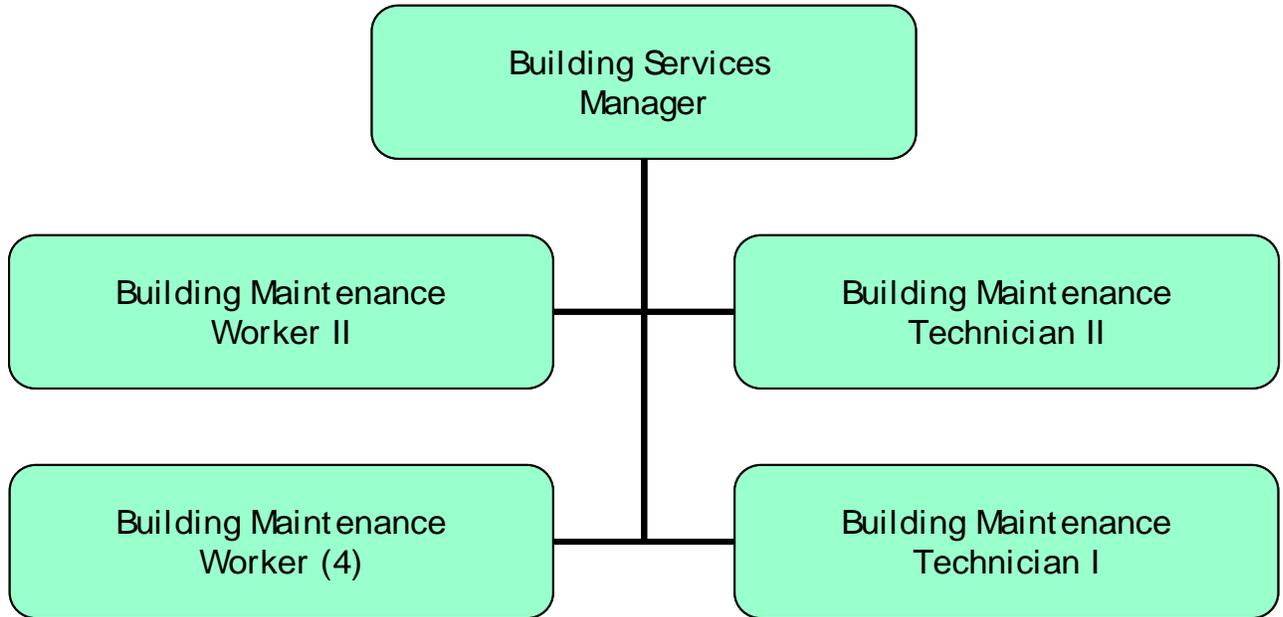
Program 171: Information Services



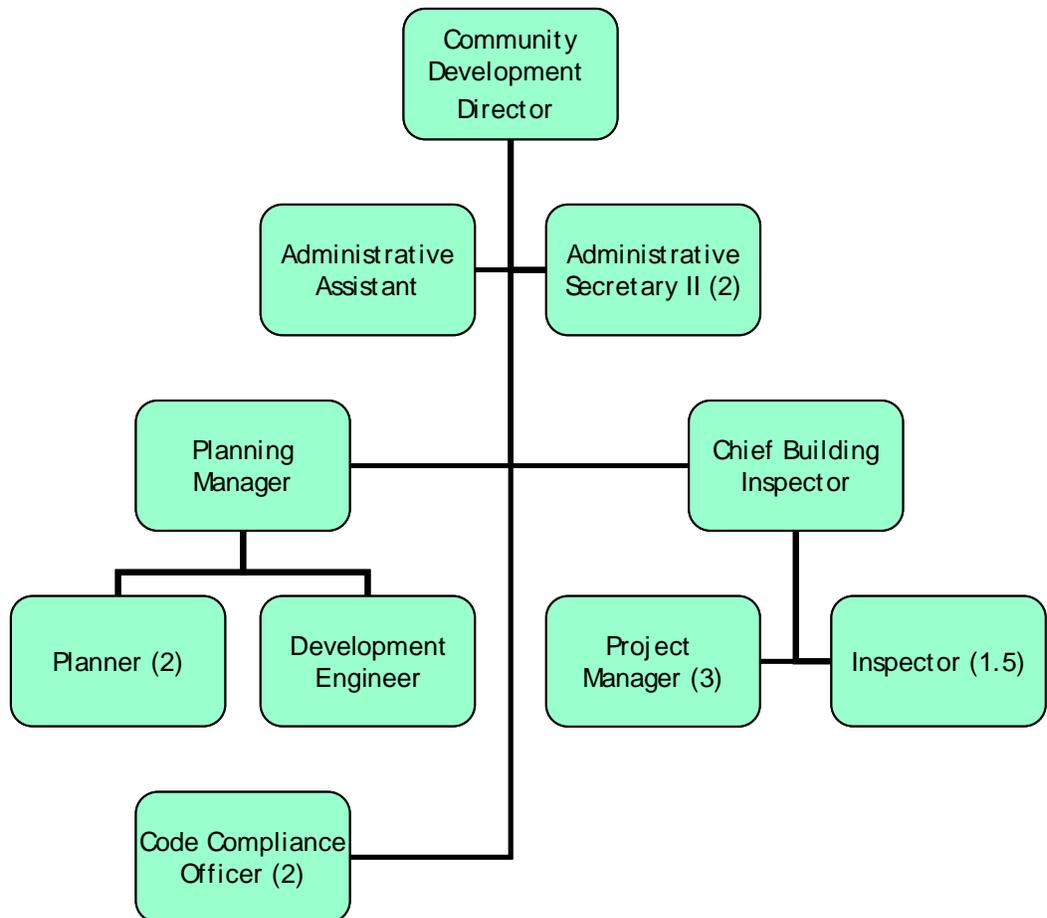
Program 151: Human Resources



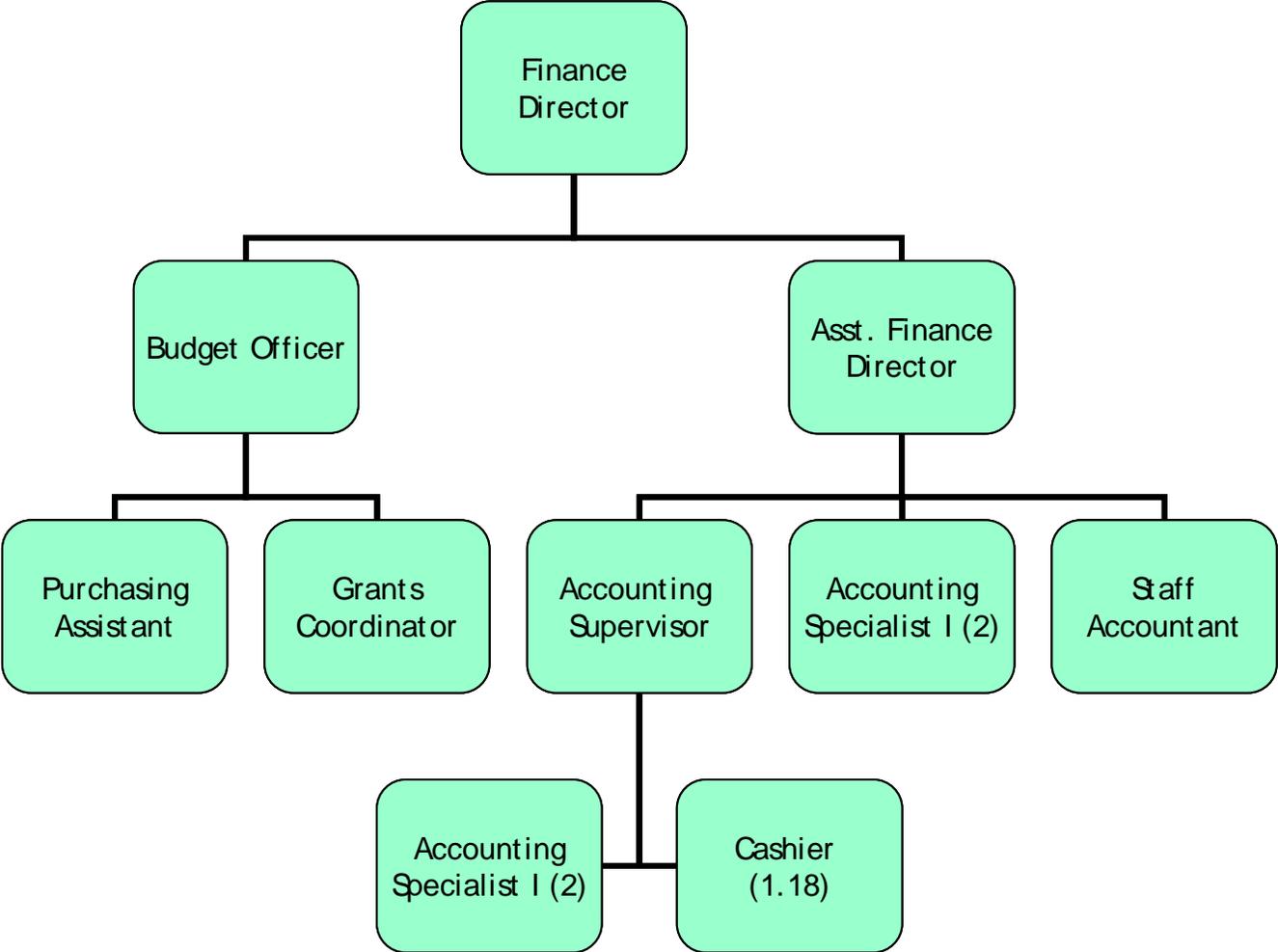
**Program 142: Building Services**



**Program 411 – Community Development Department**

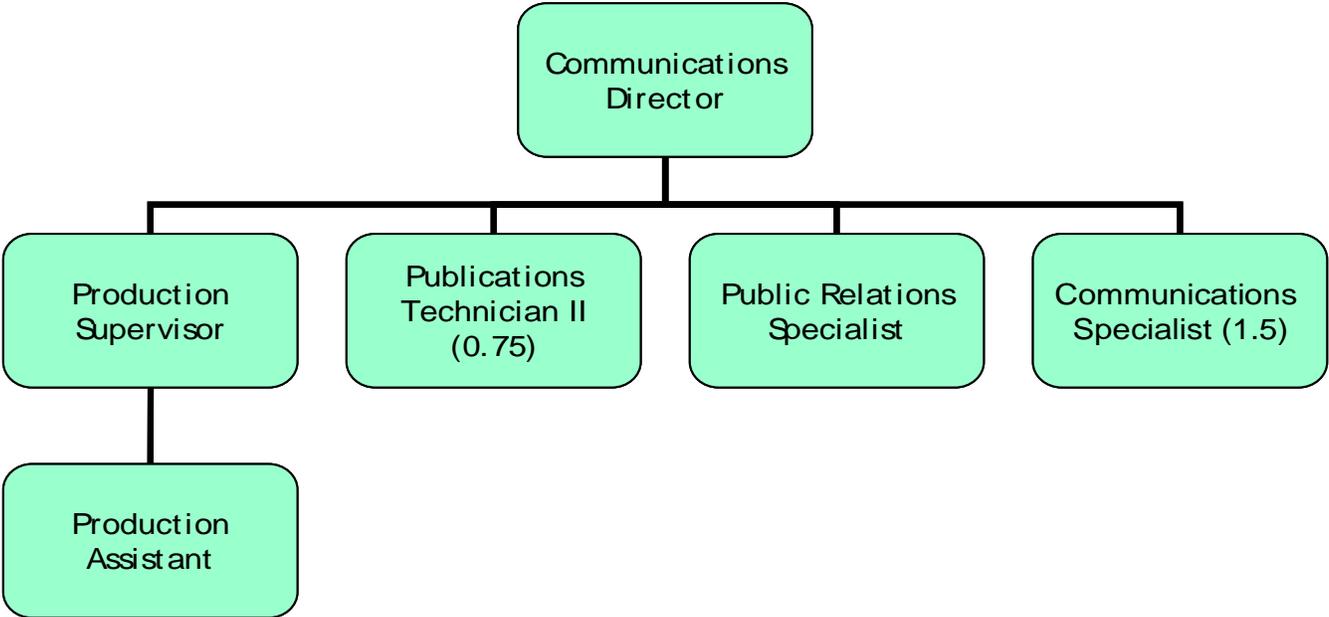


**Program 261: Finance Department**

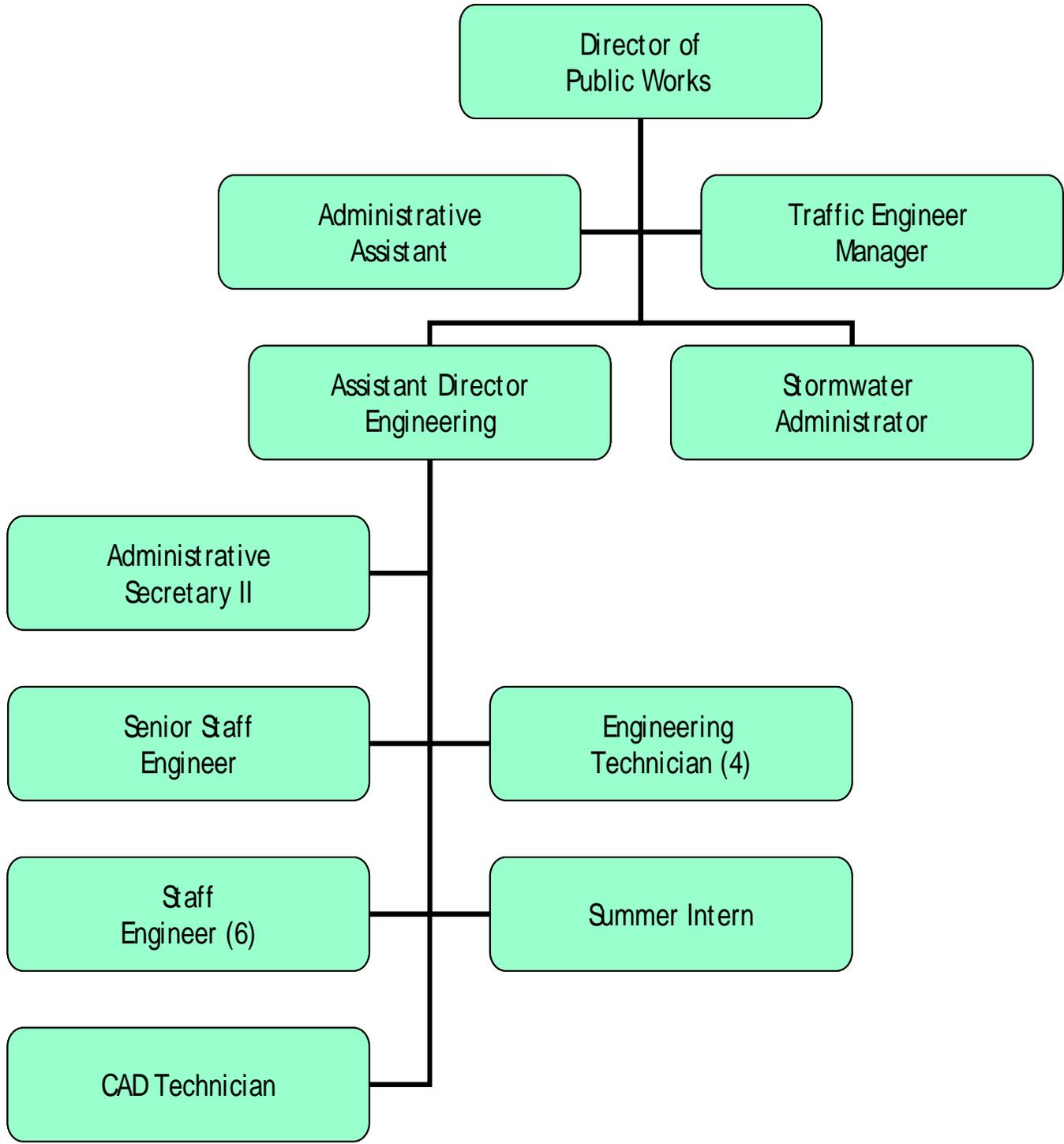


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**Program 840/841: Communications Department**

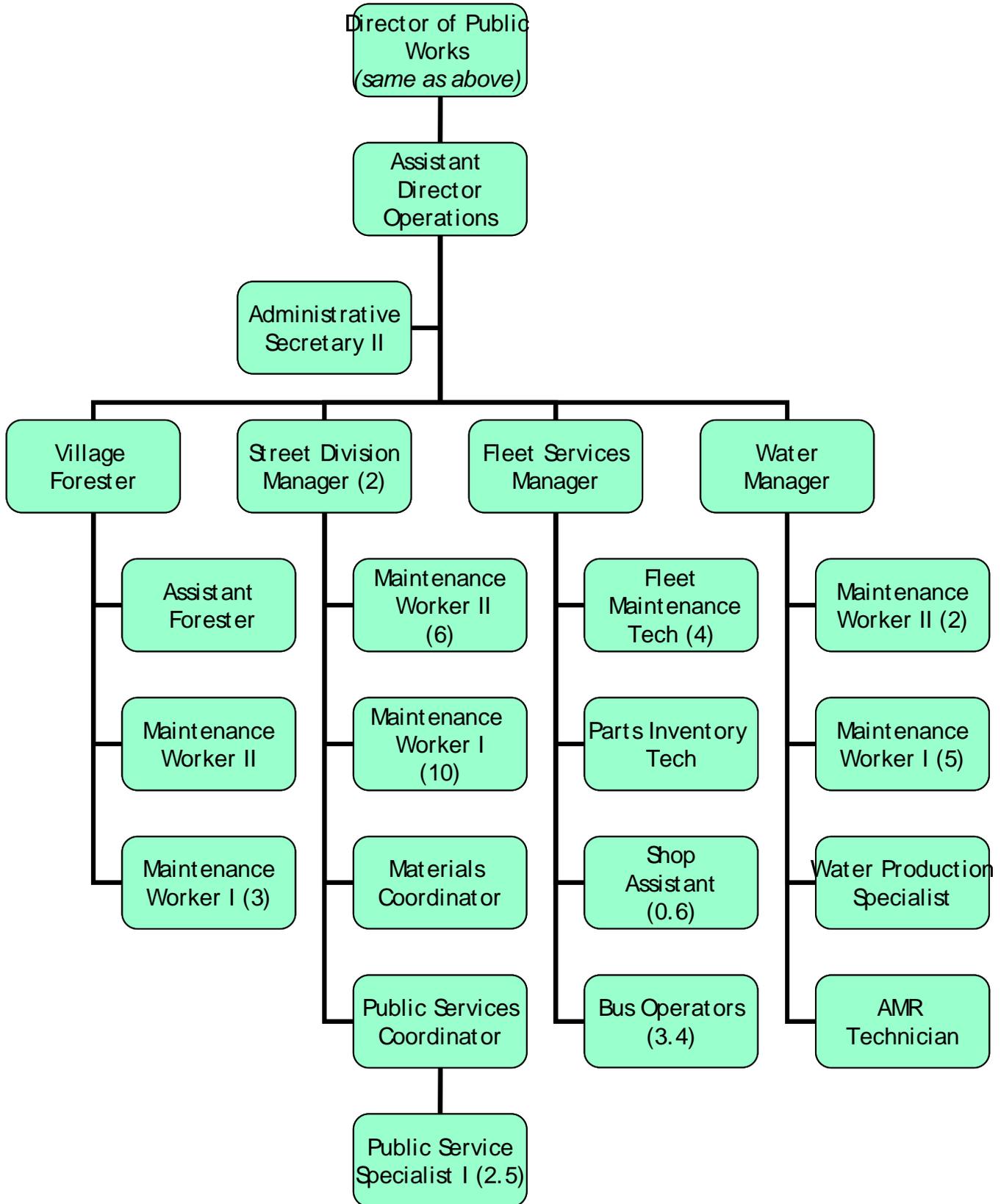


300-Level Programs: Public Works Engineering/Transportation

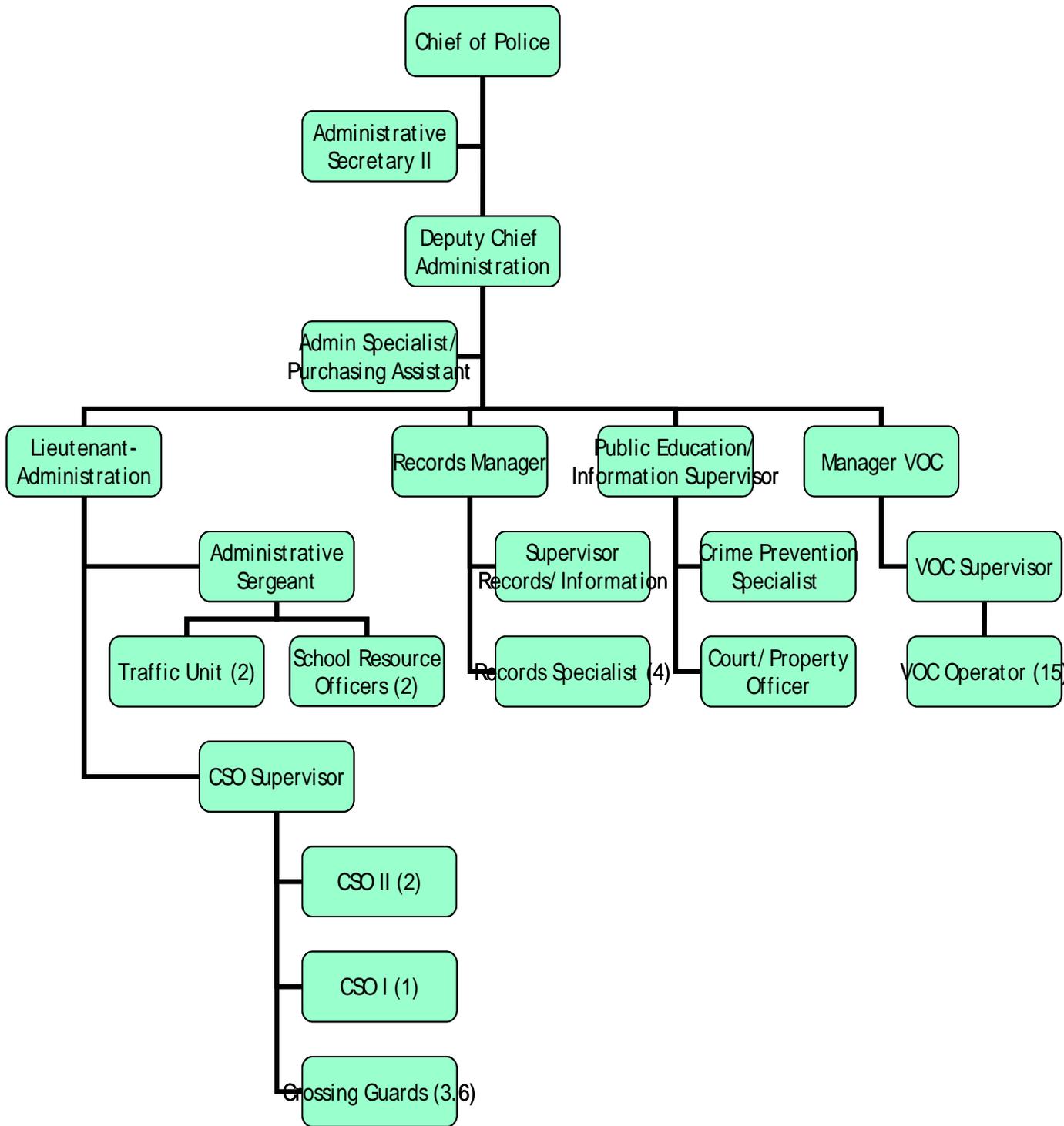


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300-Level Programs: Public Works Operations

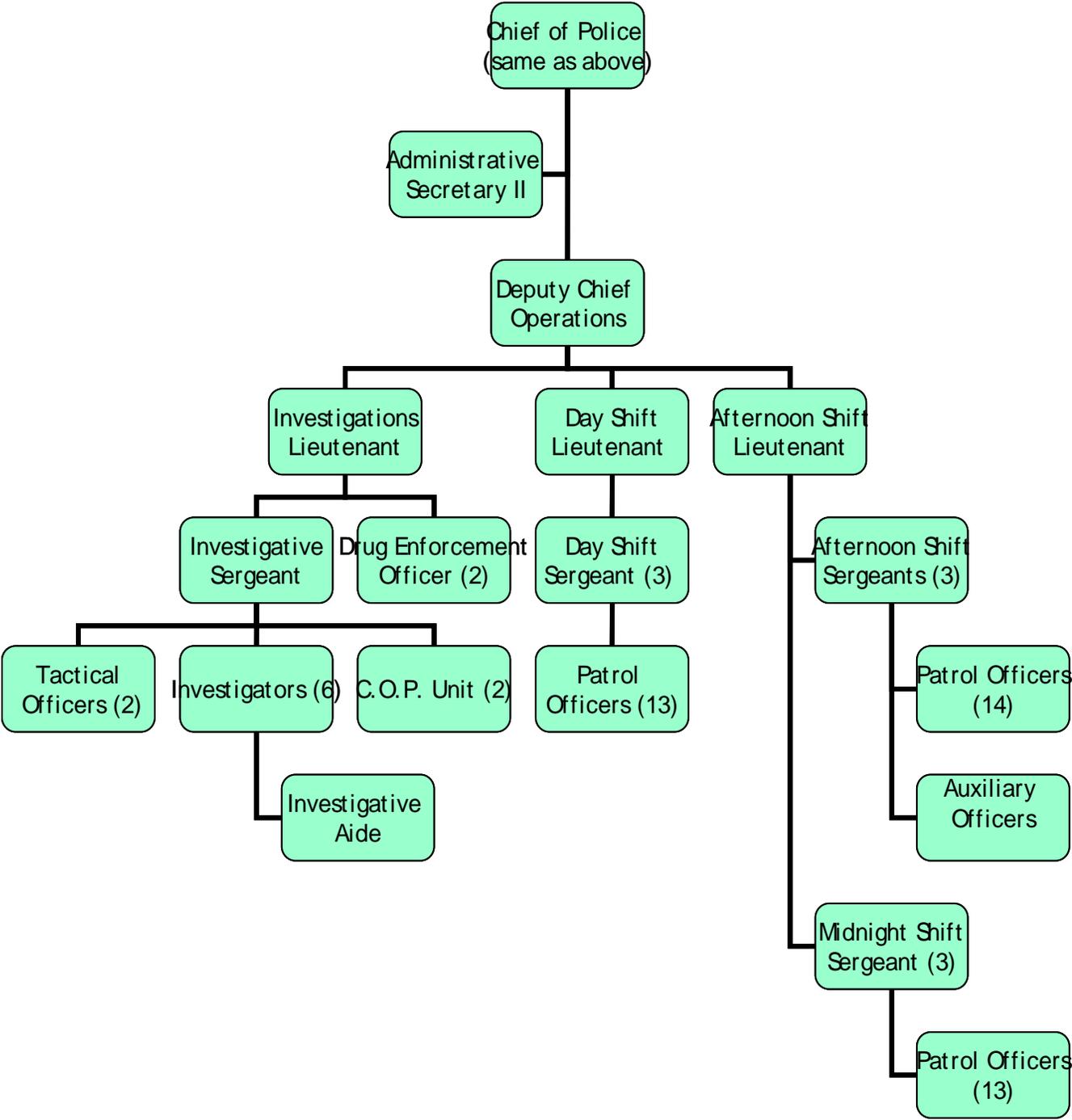


**600-Level Programs – Police Department Administration**



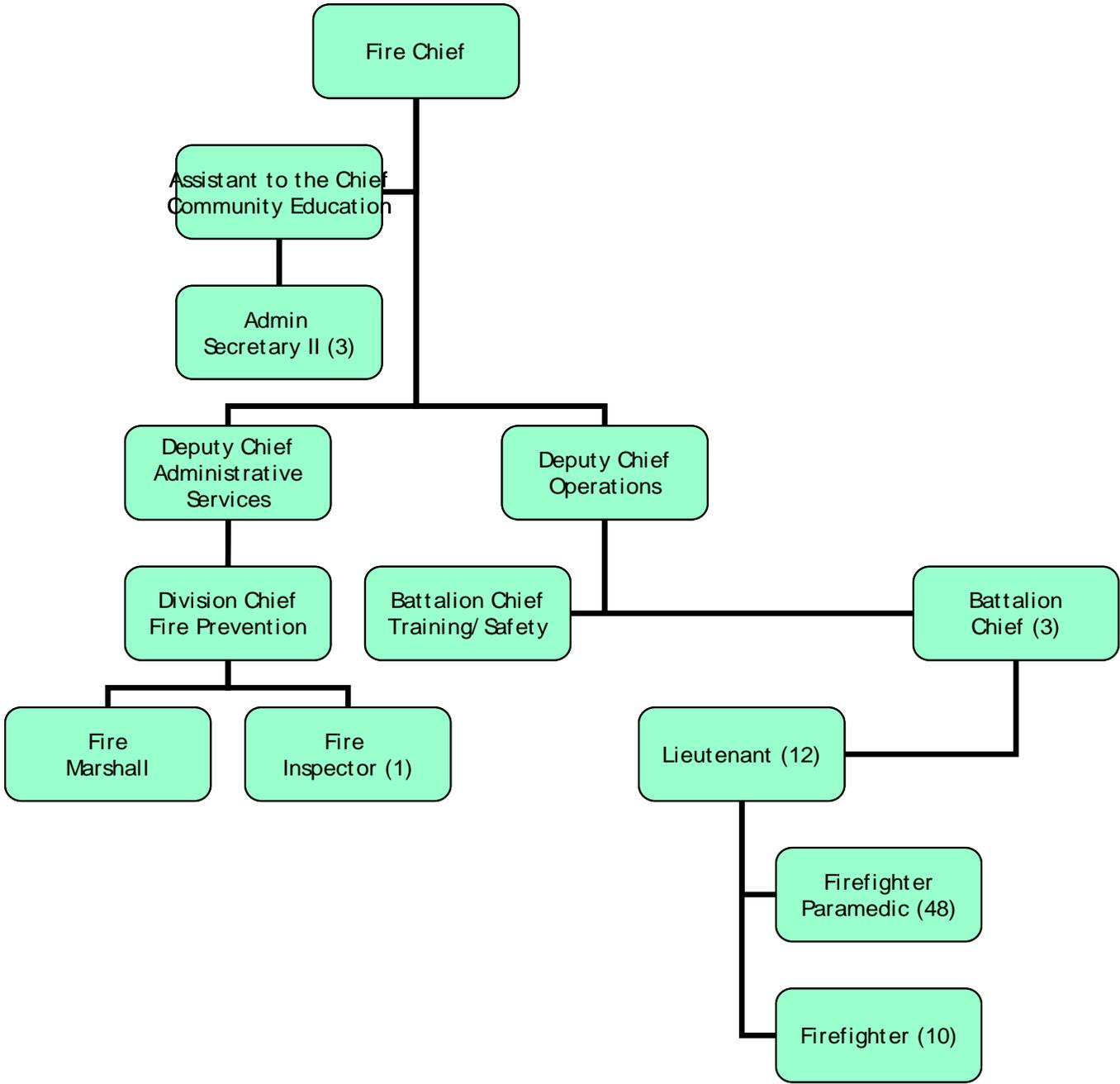
Fiscal Year 2012 Adopted Budget

**600-Level Programs  
Police Department Operations**



Fiscal Year 2012 Adopted Budget

700-level Programs: Fire Department



Fiscal Year 2012 Adopted Budget