

**RESOLUTION 2020-68**

**A RESOLUTION AMENDING THE DOWNERS GROVE COMPENSATION PLAN  
BY ADOPTING A REVISED PLAN EFFECTIVE MAY 1, 2021**

WHEREAS, on November 29, 1993, the Village Council adopted Resolution 93-51 entitled "A Resolution Establishing the Village of Downers Grove Classification Plan"; and,

WHEREAS, on April 17, 2001, the Village Council adopted Resolution 2001-33 entitled "A Resolution Amending the Village of Downers Grove Employee Classification Plan" (hereinafter referred to as the "Classification Plan"),

WHEREAS, pursuant to the Employee Classification Plan, the Village Council is to establish, and from time to time amend, a Compensation Plan for Village employees which groups positions into pay grades; and,

WHEREAS, the Village Council has previously established the Compensation Plan dated May 1, 2020; and,


WHEREAS, the Village Council has determined that it is necessary and desirable to further amend the Compensation Plan as provided herein.

NOW, THEREFORE, BE IT RESOLVED by the Village Council of the Village of Downers Grove, DuPage County, Illinois, as follows:

1. For Village employees employed as of May 1, 2021, and effective the first full pay period of May, 2021, the Compensation Plan is hereby amended by deleting the existing Compensation Plan, and, in its place, substituting the revised Compensation Plan, effective the first full pay period of May, 2021, a copy of which is attached hereto and made a part hereof by reference.

2. To the extent of any conflict with this resolution, all resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed.

Passed: 12/15/2020  
Attest:   
Village Clerk

  
Mayor

## 2021 Village of Downers Grove Classification & Compensation Plan

Adopted December 15, 2020, Salary ranges effective first full pay period of May 2021

| Grade | Minimum  | Control             | Maximum             | FLSA                | Minimum               | Control  | Maximum | FLSA              |
|-------|--|---------------------|---------------------|---------------------|-----------------------|--|---------|-------------------|
| 3     | Hourly:<br>OPEN  | 16.958              | 20.349              | 23.317              |                       | Annual:<br>35,272  | 42,326  | 48,499            |
| 4     | Hourly:<br>Administrative Secretary I  | 19.030              | 22.836              | 26.166              | N                     | Annual:<br>CSO I   | 39,582  | 47,499<br>54,425  |
| 5     | Hourly:<br>Accounting Specialist<br>Cashier<br>Communications Specialist   | 21.101              | 25.321              | 29.014              | N<br>N<br>N           | Annual:<br>Document Management Tech<br>Records Specialist  | 43,891  | 52,669<br>60,350  |
| 6     | Hourly:<br>Administrative Secretary II<br>CSO II<br>Data Technician<br>Deputy Village Clerk  | 23.174              | 27.808              | 31.864              | N<br>N<br>N<br>N      | Annual:<br>Investigative Aide<br>Payroll Specialist<br>Utility Billing Specialist  | 48,201  | 57,841<br>66,276  |
| 7     | Hourly:<br>Administrative Assistant<br>Court/Property Control Officer<br>Legal Secretary   | 25.244              | 30.293              | 34.711              | N<br>N<br>N           | Annual:<br>Case Records Specialist<br>Management Fellow  | 52,508  | 63,009<br>72,198  |
| 8     | Hourly:<br>Administrative Specialist<br>GIS Technician<br>Production Coordinator<br>Human Resources Generalist                                       | 27.317              | 32.781              | 37.561              | N<br>N<br>N<br>E      | Annual:<br>Management Analyst<br>Staff Accountant<br>Social Worker   | 56,820  | 68,184<br>78,127  |
| 9     | Hourly:<br>Biweekly:<br>Assistant to the Village Manager<br>Code Compliance Officer<br>CSO Supervisor  | 29.388<br>2,351.039 | 35.266<br>2,821.247 | 40.408<br>3,232.679 | E<br>N<br>N           | Annual:<br>Fire Inspector<br>Public Education Specialist<br>Public Relations Specialist  | 61,127  | 73,352<br>84,050  |
| 10    | Hourly:<br>Biweekly:<br>Building Inspector<br>Fire Inspector/Plan Reviewer<br>Grants Coordinator<br>Plumbing Inspector                               | 31.460<br>2,516.816 | 37.752<br>3,020.179 | 43.258<br>3,460.622 | N<br>N<br>E<br>N      | Annual:<br>Staff Engineer I<br>Systems Technician<br>Training Coordinator  | 65,437  | 78,525<br>89,976  |
| 11    | Biweekly:<br>Planner<br>Water Supervisor   | 2,682.510           | 3,219.012           | 3,688.452           | E<br>E                | Annual:<br>Public Services Coordinator   | 69,745  | 83,694<br>95,900  |
| 12    | Biweekly:<br>GIS Specialist<br>Records Supervisor  | 2,848.287           | 3,417.944           | 3,916.394           | E<br>E                | Annual:<br>Project Manager   | 74,055  | 88,867<br>101,826 |
| 13    | Biweekly:<br>Development Engineer<br>IT Innovation Manager<br>Senior Planner<br>Staff Engineer II<br>Street Manager                                  | 3,013.981           | 3,616.778           | 4,144.224           | E<br>E<br>E<br>E<br>E | Annual:<br>Public Safety Systems Administrator<br>Support Services Manager<br>Systems Administrator<br>Village Forester<br>Water Manager | 78,364  | 94,036<br>107,750 |
| 14    | Biweekly:<br>Assistant Human Resources Director<br>Assistant Human Resources Director/Risk Manager<br>Assistant to the Fire Chief<br>Finance Manager | 3,179.675           | 3,815.610           | 4,372.053           | E<br>E<br>E<br>E      | Annual:<br>Building Services Manager<br>Fleet Services Manager<br>Records Manager  | 82,672  | 99,206<br>113,673 |

| Grade | Minimum                                   | Control             | Maximum             | FLSA | Minimum                          | Control | Maximum | FLSA |
|-------|---|---------------------|---------------------|------|----------------------------------|---------|---------|------|
| 15    | Hourly: 41.818<br>Biweekly: 3,345.452     | 50.182<br>4,014.543 | 57.500<br>4,599.997 |      | Annual: 86,982                   | 104,378 | 119,600 |      |
|       | Assistant Information Technology Director |                     |                     | E    | Engineering Manager              |         |         | E    |
|       | Building Division Manager                 |                     |                     | E    | Staff Attorney                   |         |         | E    |
|       | Emergency Management Coordinator          |                     |                     | E    | Stormwater Administrator         |         |         | E    |
|       | Planning Manager                          |                     |                     | E    | Traffic Engineer                 |         |         | E    |
| 16    | Biweekly: 3,511.146                       | 4,213.375           | 4,827.826           |      | Annual: 91,290                   | 109,548 | 125,523 |      |
|       | Assistant Finance Director                |                     |                     | E    | Division Chief - Fire Prevention |         |         | E    |
| 17    | Biweekly: 3,676.923                       | 4,412.308           | 5,055.770           |      | Annual: 95,600                   | 114,720 | 131,450 |      |
|       | Assistant Village Attorney                |                     |                     | E    | Communications Director          |         |         | E    |
|       | Battalion Chief                           |                     |                     | E    | Village Clerk                    |         |         | E    |
| 18    | Biweekly: 3,842.617                       | 4,611.141           | 5,283.599           |      | Annual: 99,908                   | 119,890 | 137,374 |      |
|       | Police Lieutenant                         |                     |                     | E    |                                  |         |         |      |
| 19    | Biweekly: 4,008.395                       | 4,810.073           | 5,511.542           |      | Annual: 104,218                  | 125,062 | 143,300 |      |
|       | Assistant Public Works Director           |                     |                     | E    | Deputy Police Chief              |         |         | E    |
|       | Deputy Fire Chief                         |                     |                     | E    |                                  |         |         |      |
| 20    | Biweekly: 4,174.088                       | 5,008.906           | 5,739.371           |      | Annual: 108,526                  | 130,232 | 149,224 |      |
|       | Human Resources Director                  |                     |                     | E    | Information Technology Director  |         |         | E    |
| 21    | Biweekly: 4,339.866                       | 5,207.839           | 5,967.316           |      | Annual: 112,837                  | 135,404 | 155,150 |      |
|       | OPEN                                      |                     |                     |      |                                  |         |         |      |
| 22    | Biweekly: 4,505.559                       | 5,406.671           | 6,195.144           |      | Annual: 117,145                  | 140,573 | 161,074 |      |
|       | Community Development Director            |                     |                     | E    | Police Chief                     |         |         | E    |
|       | Finance Director                          |                     |                     | E    | Public Works Director            |         |         | E    |
|       | Fire Chief                                |                     |                     | E    |                                  |         |         |      |
| 23    | Biweekly: 4,671.336                       | 5,605.603           | 6,423.087           |      | Annual: 121,455                  | 145,746 | 167,000 |      |
|       | Deputy Village Manager                    |                     |                     | E    |                                  |         |         |      |

**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 \$8.25/hour to a maximum of \$18.00/hour.