

## COUNCIL WORKSHOP ITEM

**ITEM:** 2002 PAY PLAN UPDATE  
**DATE:** MAY 8, 2002  
**PREPARED BY:** RICK GINEX, VILLAGE MANAGER  
**PURPOSE:** The Village Council Adopts all pay plan changes by resolution. From discussions held by the Council in November and during the annual budget process, we have discontinued our November modifications to the pay plan, and are reviewing this document at the start of each fiscal year. This report provides background data from research performed by Maximus, Inc, and our own staff that support the recommended changes to the coming year's pay plan.

### DISCUSSION:

The Village Council has established a goal that requires “the evaluation of the current compensation program...to ensure consistency, competitiveness, and equity in all positions year to year.” This goal has key terms which give staff directions as to how annual modifications are to made each year.

**Consistency:** In order to ensure an analysis that has meaning from year to year, we have employed the support of Maximus, Inc, who has created the Village's current pay plan, and has helped create our internal procedures governing any changes to where positions fall within this pay plan. Maximus also uses the same statistical analysis each year to compile data and create our pay plan. Village staff have used the same data base engine, MetroNet/City Salaries each year to obtain reliable comparative data each year.

**Competitiveness:** The Village Council has established that our pay plan should be placed at the 60<sup>th</sup> percentile of all comparable communities. This ensures that our pay ranges will remain competitive and that we will be able to retain quality staff and attract quality applicants for open positions.

**Equity:** Equity requires that our positions are compared properly with like positions in other communities as well as with similarly valued positions within our community. Equity is derived from both internal and external analyses that confirm the relative worth of a given position. External analysis involves our survey data and confirmation as to the job duties assigned to given positions of like titles. Internal equity involves the use of our pay plan system, which assigns points to each duty involved with a position. Regardless of the subject matter, a position is classified by the total points accumulated for the duties involved with that position. Internal equity also requires a stable relationship between the pay changes and pay rates of our bargaining unit positions in comparison to non-bargaining unit positions. The Village's non-bargaining pay plan must take into account the changes negotiated to our contracts on a three year basis.

Working with Maximus representative Jim Hughes, staff has completed the research required to update our pay plan as described above. This research includes several pieces of information.

Attachment A: This attachment is a compilation by position of our salary scale to other communities.

Attachment B. This is the revised pay plan as recommended by Maximus.

Attachment C. The Maximus analysis of our pay plan. Jim Hughes from Maximus will be in attendance to discuss this information in detail.

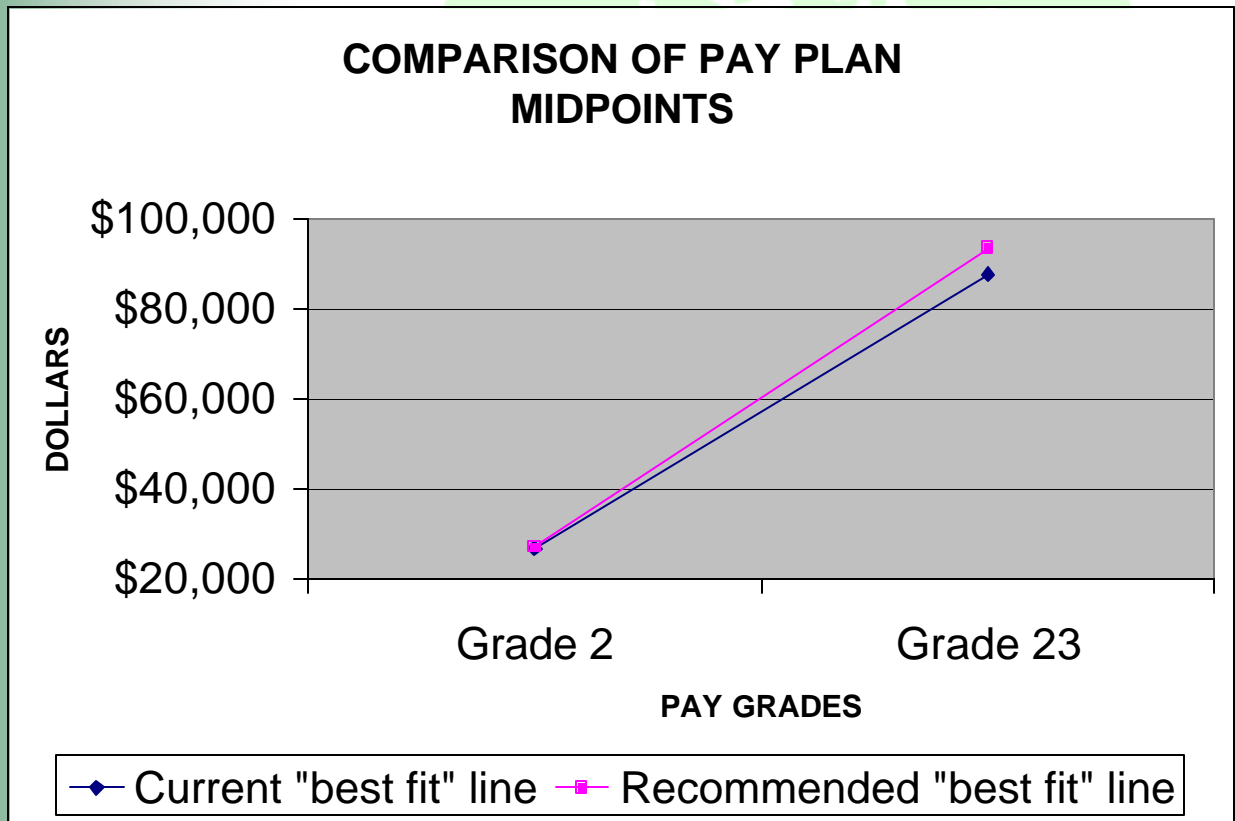
Attachment D. Sample resolution for adoption of the pay plan.

In previous pay plan reviews one of largest areas of analysis centered around the fiscal impact of a change in the pay plan. However, as outlined during our last budget review, we have separated our review of actual salary increases from changes to our pay plan. Specifically, any changes made to the pay plan will not impact an individual employee's salary unless this change moves the employee's salary out of their approved range. Such moves happen very infrequently. However, as an example, if as a result of a change in the pay plan, a brand new employee's (at the starting pay of the old pay plan) salary fell below the approved starting salary, this employee would be automatically moved up to the new starting salary.

As noted in Attachment C, when the new data from our external salary comparison research is combined with the points system employed by Maximus, it creates a new pay plan. This pay plan is based on a regression analysis that provides a line of "best fit". This line represents the 60<sup>th</sup> percentile of pay ranges for the data presented. When reviewing this chart please note that our actual positions may vary slightly from this "best fit" line, but the some total of all positions creates a total pay plan that meets the Council goal of the 60<sup>th</sup> percentile. While most position ranges will vary slightly from the 60<sup>th</sup> percentile of comparable community salaries, this is actually a desired outcome because this variance shows our internal value of each position as well. The variance from the 60<sup>th</sup> percentile line shows the degree to which we have a higher or lower value for our individual position based on the total points assigned to the position through the Maximus evaluation system.

The actual changes to our pay grades varied, because the result of the Maximus analysis this year was to change the slope of the "best fit" line. This means that the grade 2 position midpoint is recommended to increase by 1.4%, whereas the grade 23 midpoint is recommended to increase by 6.7%. This change is shown graphically on the chart on the next page. We want to stress that this is a mid-point comparison. Many communities have pay ranges larger the Village's range of 35%. The average pay range in our survey data was 38%, with many communities using a 40% range. It is also important to note the linear relationship this graph presents. This relationship represents the internal integrity of our pay plan and how we equate our positions' relative worth to each other in a structured format. If we were to rely only on the external survey data provided in Attachment A, we would lose this relationship, which was established through an intensive review of each position.

While 6.7% may seem a significant number, we should consider two critical factors when analyzing this change. This pay rate change is not being applied to individual employees in a given position. It only allows for the change in their pay range, and their merit raise will be the only vehicle for an actual pay change. Secondly, bargaining unit positions will be receiving between 3.0% and 4.0% each year to increase their ranges **and** their actual pay rates. If we are to maintain a stable and competitive relationship between bargaining and non-bargaining positions we need to be able to move all pay ranges as needed. We have already experienced significant compression in police positions, wherein officers being promoted to sergeant are automatically placed at or above the mid-point of the sergeant range. This is due to the officer and sergeant pay ranges having too much overlap.



**RECOMMENDATION:**

This research provides the support for a pay plan change in keeping with the goals set forth by the Village Council. This change will help maintain internal and external equity for our pay plan, as well as maintain our overall pay plan at the 60<sup>th</sup> percentile of our comparable communities. We recommend the adoption of this plan via the attached resolution.

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

Switchboard/Receptionist: Clerical (0007)

SALARY RANGE UPDATE

Summary: Operates the centralized switchboard. Handles all telephone installations, services, and billings.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	2	y	\$27,995	\$22,789	\$26,778	\$30,766
<u>Arlington Heights</u>	N	N	9	even	\$35,000	\$30,039	\$36,513	\$44,380
<u>Addison</u>	N	N	15		\$35,214	\$28,747	\$33,326	\$39,762
<u>Elk Grove Village</u>	N	N	2		\$31,800	\$22,610	\$27,761	\$32,913
<u>Elmhurst</u>	N	N	1	light		\$23,424	\$27,551	\$31,697
<u>Hoffman Estates</u>	N	N	1	y		\$25,094	\$30,655	\$36,216
<u>Lombard</u>	N	N	2	Heavy	\$30,556	\$30,087	\$35,352	\$40,617
60th percentile						28,747	33,326	39,762
average						26,667	31,860	37,598
RAISE NEEDED TO GET TO 60TH PERCENTILE						26.14%	24.45%	29.24%

Custodian: Custodial (0012)

Summary: Performs cleaning and miscellaneous janitorial and light maintenance duties in designated City buildings.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	5	y	\$31,500	\$25,254	\$29,674	\$34,093
<u>Arlington Heights</u>	N	N	3	even	\$40,177	\$27,943	\$33,965	\$41,284
<u>Des Plaines</u>	Y	N	3		\$33,436	\$29,673	\$34,399	\$39,878
<u>Lombard</u>	N	N	1	Even		\$27,733	\$32,585	\$37,439
<u>Skokie</u>	N	N	1	even		\$33,751	\$39,006	\$44,261
<u>Hoffman Estates</u>	Y	N	0	y		\$21,206	\$25,905	\$30,605
<u>Palatine</u>	Y	N	1	even		\$28,637	\$34,291	\$39,944
<u>Elk Grove Village</u>	Y	N	3	even	\$25,480	\$25,381	\$25,877	\$26,372
<u>Niles</u>	N	N	1	y		\$31,010	\$34,188	\$39,576
<u>Hanover Park</u>	Y	N	2		\$33,758	\$32,227	\$38,900	\$45,572
<u>Orland Park</u>	Y	N	0	Y		\$29,443	\$33,981	\$39,238
60th percentile						29,535	34,229	39,904
average						28,700	33,310	38,417
RAISE NEEDED TO GET TO 60TH PERCENTILE						16.95%	15.35%	17.05%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

Secretary: Clerical (0006)

Summary: Performs a variety of secretarial and clerical tasks. Types correspondence, forms, and miscellaneous documents. Answers phone and relays messages to department personnel.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale						MIN	MID	MAX
<u>Downers Grove</u>	N	N	11	y	\$37,794	\$27,718	\$32,569	\$37,419
<u>Addison</u>	N	N	6		\$37,625	\$31,850	\$36,923	\$44,736
<u>Lombard</u>	N	N	7	Even	\$36,789	\$33,618	\$39,501	\$45,385
<u>Park Ridge</u>	N	N	2	E	\$0	\$34,842	\$41,809	\$48,778
<u>Hoffman Estates</u>	N	N	4	y	\$28,875	\$27,430	\$33,509	\$39,588
<u>Elk Grove Village</u>	N	N	8	even	\$39,744	\$29,158	\$35,801	\$42,444
<u>Elmhurst</u>	N	N	3	Yes	\$31,430	\$24,606	\$28,946	\$33,286
					60th percentile	31,850	36,923	44,736
					average	30,251	36,082	42,369
					RAISE NEEDED TO GET TO 60TH PERCENTILE	14.91%	13.37%	19.55%

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CSO I: Police (0041)

Summary: Enforces parking ordinances and laws throughout the City, including the business district, municipal parking lots, metered areas, permit parking lots, over night parking laws and all other posted areas requiring enforcement.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale						MIN	MID	MAX
<u>Downers Grove</u>	N	N	2	y	\$36,866	\$28,688	\$33,709	\$38,729
<u>Arlington Heights</u>	N	N	15	even	\$40,167	\$32,291	\$39,252	\$47,711
<u>Des Plaines</u>	Y	N	8		\$33,396	\$29,544	\$34,757	\$39,972
<u>Lombard</u>	N	N	6	Even	\$36,034	\$34,794	\$40,883	\$46,972
<u>Park Ridge</u>	N	N	2	E		\$25,998	\$31,199	\$36,399
<u>Skokie</u>	N	N	6	even	\$34,445	\$30,859	\$35,618	\$40,376
<u>Palatine</u>	N	N	7	even	\$35,490	\$30,387	\$36,386	\$42,385
<u>Elk Grove Village</u>	N	N	1			\$25,373	\$31,154	\$36,934
<u>Hanover Park</u>	N	N	1			\$24,296	\$32,066	\$39,834
					60th percentile	30,482	35,771	40,778
					average	29,193	35,164	41,323
					RAISE NEEDED TO GET TO 60TH PERCENTILE	6.25%	6.12%	5.29%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Accounting Clerk: Fiscal (0029)

Summary: May perform billing and collection and/or control vendor information. Receives, copies, and distributes invoices to all City departments.

Job Data U--Union E--Exempt	U	E	No.	Match	Actual AVG.	Salary Range UPDATED		
						MIN	MID	MAX
<u>Downers Grove</u>	Y	N	5	y	\$38,500	\$30,183	\$35,465	\$40,747
<u>Arlington Heights</u>	N	N	2	even	\$33,334	\$30,039	\$36,513	\$44,380
<u>Addison</u>	N	N	6		\$39,096	\$30,715	\$35,608	\$42,488
<u>Lombard</u>	N	N	1	Even	\$0	\$30,087	\$35,352	\$40,617
<u>Park Ridge</u>	N	N	3	E		\$31,603	\$37,923	\$44,244
<u>Hoffman Estates</u>	Y	N	1	y		\$27,430	\$33,509	\$39,588
<u>Elk Grove Village</u>	N	N	5		\$34,534	\$26,196	\$32,165	\$38,134
<u>Elmhurst</u>	N	N	1	yes		\$36,367	\$42,780	\$49,194

60th percentile	30,464	36,151	43,541
average	30,348	36,264	42,663
RAISE NEEDED TO GET TO 60TH PERCENTILE	0.93%	1.93%	6.86%

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Police Records Clerk: Police (0039)

Summary: Processes criminal and accident reports, tickets and other police records; produces, maintains and controls the release of police records and information within the law and Police Department policies, enters and retrieves various information from a VDT, develops police databases, provides services to citizens and other agencies by responding to complaints, resolving problems and/or providing information.

Job Data U--Union E--Exempt	U	E	No.	Match	Actual AVG.	Salary Range UPDATED		
						MIN	MID	MAX
<u>Downers Grove</u>	N	N	7	y	\$40,000	\$30,183	\$35,465	\$40,747
<u>Arlington Heights</u>	N	N	7	even	\$39,294	\$30,039	\$36,513	\$44,380
<u>Lombard</u>	N	N	5	Even	\$36,467	\$31,263	\$36,735	\$42,206
<u>Mount Prospect</u>	N	N	4	Even	\$26,708	\$24,082	\$26,293	\$28,503
<u>Park Ridge</u>	N	N	3	E		\$24,761	\$29,713	\$34,667
<u>Hoffman Estates</u>	Y	N	1	y		\$25,094	\$30,655	\$36,216
<u>Elk Grove Village</u>	N	N	6		\$35,259	\$25,069	\$30,781	\$36,493
<u>Elmhurst</u>	N	N	3	slightly	\$31,740	\$26,027	\$30,612	\$35,219

60th percentile	25,654	30,730	36,382
average	26,619	31,615	36,812
RAISE NEEDED TO GET TO 60TH PERCENTILE	-15.01%	-13.35%	-10.71%

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SALARY SURVEY 2002

Attachment A.

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CSO II: Police (0042)

Summary: Prepares routine reports, assists motorists, gathers information and handles general calls for service and performs other non-criminal related duties to assist sworn police personnel.

Job Data U--Union E--Exempt					Actual Salaries	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	3	y	\$41,500	\$32,659	\$38,361	\$44,073
<u>Des Plaines</u>	N	Y	1	y	\$44,269	\$39,578	\$46,562	\$53,545
<u>Mount Prospect</u>	Y	N	12	Even	\$31,711	\$27,709	\$32,979	\$38,249
<u>Park Ridge</u>	N	N	9	E		\$34,842	\$41,809	\$48,778
<u>Hoffman Estates</u>	Y	N	8	y	\$29,412	\$29,258	\$35,743	\$42,227
<u>Buffalo Grove</u>	N	N	4	Y		\$29,670	\$36,488	\$43,306
<u>Elmhurst</u>	N	N	9	slightly	\$35,006	\$33,239	\$39,094	\$44,972
<u>Hanover Park</u>	N	N	5		\$38,938	\$28,660	\$39,342	\$50,024
<u>Wheaton</u>	Y	N	5			\$28,611	\$36,408	\$44,205
					60th percentile	30,384	39,144	45,733
					average	31,446	38,553	45,663
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-6.97%	2.04%	3.77%

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Maintenance Worker I: Public Works (0049)

Summary: Performs skilled and unskilled labor tasks, usually as a member of a work crew, using hand tools, power tools, and heavy equipment in order to repair and maintain City roads, grounds, buildings, and equipment.

Job Data U--Union E--Exempt					Actual Salaries	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	16	y	\$40,200	\$32,646	\$38,361	\$44,073
<u>Arlington Heights</u>	N	N	14	even	\$41,705	\$32,291	\$39,252	\$47,711
<u>Addison</u>	N	N	9		\$34,512	\$34,447	\$39,933	\$47,433
<u>Lombard</u>	Y	N	4	Even	\$36,593	\$34,249	\$40,067	\$45,885
<u>Mount Prospect</u>	Y	N	18	Even	\$42,888	\$36,017	\$42,615	\$49,213
<u>Park Ridge</u>	N	Y	4	E		\$33,406	\$36,831	\$42,636
<u>Hoffman Estates</u>	Y	N	22	y	\$33,673	\$31,918	\$39,032	\$46,596
<u>Elk Grove Village</u>	Y	N	26		\$45,106	\$33,454	\$41,076	\$48,697
<u>Elmhurst</u>	Y	N	0	slightly		\$38,470	\$43,217	\$49,966
					60th percentile	34,289	40,269	47,908
					average	34,282	40,253	47,267
					RAISE NEEDED TO GET TO 60TH PERCENTILE	5.03%	4.97%	8.70%

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VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Accountant: Fiscal (0054)

Summary: Under general supervision of the Finance Director, performs advanced accounting and finance functions using a centralized, computerized accounting system. Processes payroll, verifies and totals cash receipts, enters accounts receivable, makes bank deposits, enters receipts from investments, and reconciles bank statements.

Job Data U--Union E--Exempt Locale	U	E	No.	Match	Actual AVG.	Salary Range UPDATED MIN MID MAX		
<u>Downers Grove</u>	N	N	3	y	\$43,422	\$32,646	\$38,361	\$44,073
<u>Arlington Heights</u>	N	Y	2	even	\$50,376	\$49,839	\$60,575	\$73,632
<u>Lombard</u>	Y	N	1	Even		\$39,503	\$46,416	\$53,329
<u>Hoffman Estates</u>	Y	N	1	y		\$30,997	\$37,867	\$44,736
<u>Glenview</u>	N	Y	1			\$35,520	\$41,118	\$47,600
<u>Niles</u>	N	N	1	Y		\$41,556	\$45,816	\$53,038
<u>Hanover Park</u>	N	N	1	50%		\$40,089	\$52,556	\$65,022
<u>Orland Park</u>	Y	N	2	More	\$43,110	\$35,900	\$41,558	\$48,871

60th percentile	39,855	46,176	53,213
average	39,058	46,558	55,175
RAISE NEEDED TO GET TO 60TH PERCENTILE	22.08%	20.37%	20.74%

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Communications: Police (0038)

Summary: Receives incoming calls for police, fire, ambulance, and other emergency assistance. Priorities calls and dispatches units. Monitors alarm systems and teletype communications. Performs a variety of general clerical support duties related to communications activities. Perform duties on an assigned shift.

Job Data U--Union E--Exempt Locale	U	E	No.	Match	Actual AVG.	Salary Range UPDATED MIN MID MAX		
<u>Downers Grove</u>	N	N	11	y	\$44,000	\$35,111	\$41,256	\$47,400
<u>Addison</u>	N	N	17		\$32,233	\$31,898	\$36,978	\$43,336
<u>Des Plaines</u>	Y	N	18		\$43,225	\$38,678	\$44,264	\$50,908
<u>Park Ridge</u>	N	N	3	E		\$24,761	\$29,713	\$34,667
<u>Skokie</u>	N	N	11	even	\$43,285	\$36,945	\$42,653	\$48,361
<u>Glenview</u>	N	N	10			\$36,466	\$42,214	\$48,868
<u>Niles</u>	N	N	8	y	\$44,692	\$38,147	\$42,057	\$48,686
<u>Orland Park</u>	Y	N	0	Y		\$29,516	\$34,207	\$39,647

60th percentile	36,753	42,151	48,556
average	33,773	38,870	44,924
RAISE NEEDED TO GET TO 60TH PERCENTILE	4.68%	2.17%	2.44%

HR salary review 05-01 update

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Attachment A.

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Executive Secretary: Clerical (0005)

Summary: Performs a variety of secretarial and clerical tasks for one or more of the department managers. Types correspondence, maintains files, prepares reports and answers telephone.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	2	y		\$35,111	\$41,256	\$47,400
<u>Arlington Heights</u>	N	N	1	even	\$50,461	\$40,115	\$48,762	\$59,271
<u>Addison</u>	N	N	1		\$0	\$38,031	\$44,088	\$52,643
<u>Lombard</u>	N	N	1	Even		\$37,149	\$43,649	\$50,151
<u>Park Ridge</u>	N	N	5	E		\$33,182	\$39,819	\$46,456
<u>Hoffman Estates</u>	N	Y	1	y		\$41,705	\$50,463	\$59,222
<u>Elmhurst</u>	N	N	2	light	\$43,130	\$32,956	\$38,789	\$44,640
					60th percentile	38,031	44,088	52,643
					average	37,190	44,262	52,064
					RAISE NEEDED TO GET TO 60TH PERCENTILE	14.61%	10.72%	13.32%

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Mechanic: Equipment (0020)

Summary: Maintains the City's fleet of vehicles and equipment. Diagnoses and makes major and minor repairs , including mechanical, electrical, and body repairs.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	4	y	\$43,499	\$37,575	\$44,152	\$50,727
<u>Arlington Heights</u>	N	N	7	even	\$59,698	\$34,714	\$42,196	\$51,289
<u>Addison</u>	N	N	3		\$51,234	\$42,945	\$49,785	\$59,577
<u>Lombard</u>	Y	N	2	Even	\$50,925	\$39,490	\$46,226	\$52,961
<u>Mount Prospect</u>	Y	N	5	Even	\$48,963	\$38,180	\$45,049	\$51,917
<u>Park Ridge</u>	N	Y	1	E		\$41,590	\$45,854	\$53,081
<u>Hoffman Estates</u>	Y	N	4	y	\$45,014	\$39,145	\$47,582	\$55,191
<u>Elk Grove Village</u>	Y	N	5		\$53,477	\$37,997	\$46,673	\$55,349
<u>Elmhurst</u>	Y	N	6	slightly	\$46,473	\$39,353	\$45,263	\$51,150
					60th percentile	39,380	46,315	53,503
					average	39,177	46,078	53,814
					RAISE NEEDED TO GET TO 60TH PERCENTILE	4.80%	4.90%	5.47%

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SALARY SURVEY 2002

Attachment A.

Crew Leader: Public Works (0047)

Summary: Directs the work of an assigned crew(s) involved in maintenance and repair work related to a specific division or section of the department. Performs a variety of skilled tasks and provides technical staff assistance to assigned supervisor/manager.

Job Data Locale	U--Union E--Exempt		No.	Match	Actual AVG.	Salary Range UPDATED		
	U	E				MIN	MID	MAX
<u>Downers Grove</u>	N	N	12	y	\$45,500	\$37,575	\$44,152	\$50,727
<u>Arlington Heights</u>	N	N	7	even	\$56,007	\$37,317	\$48,479	\$55,136
<u>Addison</u>	N	Y	8		\$60,597	\$48,845	\$56,625	\$67,612
<u>Lombard</u>	Y	N	3	Even	\$45,703	\$39,490	\$46,226	\$52,961
<u>Park Ridge</u>	N	Y	8	E		\$41,590	\$45,854	\$53,081
<u>Elmhurst</u>	Y	N	15	slightly		\$38,470	\$43,217	\$49,966
60th percentile						40,330	47,127	53,903
average						41,142	48,080	55,751
RAISE NEEDED TO GET TO 60TH PERCENTILE						7.33%	6.74%	6.26%

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Water Supply Operator: Public Works (0051)

Summary: Performs semi-skilled work in the operation, maintenance and repair of pumping facilities, standby water wells, storage tanks and related facilities/equipment in the City's potable water supply system. Monitors water supply system to ensure proper pumping pressures, water flows, storage tank levels and chlorination feed rates.

Job Data Locale	U--Union E--Exempt		No.	Match	Actual AVG.	Salary Range UPDATED		
	U	E				MIN	MID	MAX
<u>Downers Grove</u>	N	N	2	y		\$37,575	\$44,152	\$50,727
<u>Arlington Heights</u>	N	N	4	even	\$50,799	\$34,714	\$42,196	\$51,289
<u>Addison</u>	N	N	1			\$46,105	\$53,448	\$63,750
<u>Des Plaines</u>	Y	N	5		\$36,108	\$34,308	\$39,772	\$46,107
<u>Lombard</u>	Y	N	5	Even	\$48,674	\$38,485	\$45,223	\$51,960
<u>Park Ridge</u>	N	N	1	E		\$51,476	\$61,772	\$72,067
<u>Palatine</u>	Y	N	3	even	\$48,643	\$36,330	\$43,502	\$50,674
<u>Niles</u>	N	N	2	y	\$54,323	\$44,160	\$48,686	\$56,360
<u>Hanover Park</u>	Y	N	2		\$43,129	\$37,234	\$44,946	\$52,659
60th percentile						39,620	45,916	53,399
average						40,352	47,443	55,608
RAISE NEEDED TO GET TO 60TH PERCENTILE						5.44%	3.99%	5.27%

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Code Enforcement Officer: Community Development (0061)

Summary: Under the supervision of the Chief(Director)Code Enforcement, is responsible for inspections and enforcement of fire, building, plumbing mechanical, electrical, zoning, property maintenance, and contractor/ property ordinances, laws, standards, and Village, state and federal codes.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	3	y	\$46,352	\$40,039	\$47,047	\$54,054
<u>Lombard</u>	N	N	1	light	\$0	\$38,315	\$45,032	\$51,739
<u>Hoffman Estates</u>	N	N	2	y	\$39,331	\$39,056	\$47,711	\$56,366
<u>Palatine</u>	N	N	1	light		\$38,444	\$46,033	\$53,623
<u>Glenview</u>	N	Y	1			\$40,398	\$46,766	\$54,137
<u>Niles</u>	N	N	1	mostly		\$50,512	\$55,689	\$63,429
<u>Elmhurst</u>	N	Y	1	light		\$38,492	\$45,273	\$52,076
<u>Hanover Park</u>	N	N	4		\$40,955	\$28,660	\$39,342	\$50,024
<u>Orland Park</u>	Y	N	2	Y		\$40,127	\$46,358	\$54,333
<u>Wheaton</u>	N	N	2			\$34,778	\$47,009	\$59,239

60th percentile	38,943	46,684	54,294
average	38,753	46,579	54,996
RAISE NEEDED TO GET TO 60TH PERCENTILE	-2.74%	-0.77%	0.44%

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Purchasing Agent: Fiscal (0032)

Summary: Review, develops and consults with departments on technical specifications of products and services desired. Prepares, evaluates and recommends award of formal bids. Ensures cost effective purchasing through analysis of requisitions and coordination of formal and informal purchases among user departments.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$40,039	\$47,047	\$54,054
<u>Addison</u>	N	Y	1			\$46,624	\$54,051	\$64,505
<u>Park Ridge</u>	Y	N	1	E		\$42,351	\$50,820	\$59,290
<u>Skokie</u>	N	Y	1	even		\$52,520	\$60,613	\$68,705
<u>Hoffman Estates</u>	Y	N	1	y		\$46,273	\$55,990	\$65,708
<u>Elk Grove Village</u>	N	N	1			\$48,527	\$57,654	\$66,781
<u>Glenview</u>	N	Y	1			\$52,859	\$61,192	\$70,836
<u>Niles</u>	N	N	1	y	\$56,360	\$53,038	\$55,361	\$67,691
<u>Wheaton</u>	N	Y	1			\$46,538	\$58,421	\$70,304

60th percentile	49,326	57,808	67,894
average	48,591	56,763	66,728
RAISE NEEDED TO GET TO 60TH PERCENTILE	23.19%	22.87%	25.60%

VILLAGE OF DOWNERS GROVE  
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Building Inspector: Community Development (0008)

Summary: Performs skilled multi-discipline construction inspections to ensure compliance with applicable codes, the 1984 Existing Structures Code, zoning, (and other) ordinances; performs plan review for construction and installation in new, existing, and remodeled structures.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	2	y	\$49,205	\$42,504	\$49,943	\$57,380
<u>Arlington Heights</u>	N	N	2	even	\$64,292	\$46,360	\$56,350	\$68,495
<u>Addison</u>	N	N	6		\$46,843	\$40,705	\$47,187	\$56,306
<u>Lombard</u>	N	Y	2	Even	\$53,571	\$45,975	\$54,022	\$62,066
<u>Park Ridge</u>	N	N	0	E		\$40,334	\$48,400	\$56,467
<u>Hoffman Estates</u>	N	N	1	y		\$40,832	\$49,881	\$58,931
<u>Elk Grove Village</u>	N	N	3	even	\$55,771	\$39,650	\$48,686	\$57,723
<u>Elmhurst</u>	N	N	1	slightly		\$42,431	\$49,901	\$57,393
					60th percentile	41,791	49,893	58,448
					average	42,327	50,632	59,626
					RAISE NEEDED TO GET TO 60TH PERCENTILE	3.61%	3.09%	3.51%

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Social Worker: Police (0064)

Summary: Provides social work, counseling, community education and short term therapy services through the Police Department or in Social Agency department of the Village. Has a Masters degree in Social Work or Psychology.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	2	y	\$56,532	\$42,504	\$49,943	\$57,380
<u>Des Plaines</u>	N	Y	1	y	\$56,444	\$45,092	\$53,049	\$61,007
<u>Park Ridge</u>	Y	N	1			\$36,583	\$43,901	\$51,217
<u>Skokie</u>	N	N	1	even		\$41,717	\$48,150	\$54,584
<u>Palatine</u>	N	N	2	even	\$57,082	\$42,152	\$50,473	\$58,794
<u>Elk Grove Village</u>	N	N	1			\$39,649	\$46,996	\$54,344
<u>Glenview</u>	N	Y	1		\$0	\$49,031	\$56,759	\$65,705
<u>Niles</u>	N	N	3	y	\$51,736	\$44,160	\$48,686	\$56,360
<u>Hanover Park</u>	N	N	1	100%		\$40,089	\$52,556	\$65,022
<u>Wheaton</u>	N	Y	1			\$40,259	\$51,230	\$62,201
					60th percentile	42,065	51,079	60,565
					average	42,081	50,200	58,804
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-1.03%	2.27%	5.55%

HR salary review 05-01 update

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Generalist: Human Resources (0034)

Summary: Assists Personnel Director in all areas of the Department, coordinating specific functions for the HR dept, such as orientation of new hires, recommending changes to benefits programs, etc.

Job Data U--Union E--Exempt	Actual	Salary Range UPDATED		
		MIN	MID	MAX
Locale	AVG.			
<u>Downers Grove</u>		\$44,969	\$52,838	\$60,709
<u>Arlington Heights</u>	\$56,959	\$40,115	\$48,762	\$59,271
<u>Addison</u>		\$38,031	\$45,411	\$52,643
<u>Lombard</u>		\$41,268	\$48,490	\$55,712
<u>Hoffman Estates</u>		\$30,997	\$37,867	\$44,736
<u>Elmhurst</u>		\$31,407	\$36,948	\$42,489
	60th percentile	38,864	46,642	53,870
	average	36,364	43,496	50,970
	RAISE NEEDED TO GET TO 60TH PERCENTILE	-13.58%	-11.73%	-11.26%

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Planner: Community Development (0011)

Summary: Enforces the Village programs and ordinances with regard to land use and construction; provides technical expertise to Village regulatory boards and staff; manages professional staff of Community Development Group.

Job Data U--Union E--Exempt	Actual	Salary Range UPDATED		
		MIN	MID	MAX
Locale	AVG.			
<u>Downers Grove</u>		\$44,969	\$52,838	\$60,709
<u>Arlington Heights</u>	\$61,588	\$53,574	\$65,121	\$79,154
<u>Addison</u>		\$45,267	\$52,476	\$62,627
<u>Lombard</u>		\$43,622	\$51,256	\$58,890
<u>Park Ridge</u>		\$46,690	\$56,028	\$65,366
<u>Hoffman Estates</u>	\$42,650	\$44,143	\$53,413	\$62,683
<u>Elmhurst</u>		\$52,519	\$65,649	\$78,779
	60th percentile	46,690	56,028	65,366
	average	47,636	57,324	67,916
	RAISE NEEDED TO GET TO 60TH PERCENTILE	3.83%	6.04%	7.67%

HR salary review 05-01 update

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GIS Technician: Engineering (0057)

Summary: Assists departmental and GIS management in the development, implementation operation and maintenance of the Citys Geographic Information System to meet departmental needs. May act as the department liaison to the Information Systems Department and be the departmental technical expert in geographic information systems operation.

Job Data U--Union E--Exempt				Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$47,432	\$55,734	\$64,034
<u>Lombard</u>	N	N	1	Even		\$38,325	\$45,032	\$51,739
<u>Buffalo Grove</u>	N	N	1	Y		\$41,207	\$51,275	\$61,342
<u>Palatine</u>	N	N	1	even		\$35,572	\$42,595	\$49,617
<u>Niles</u>	N	N	1	y	\$38,146	\$39,576	\$43,634	\$50,512
<u>Elmhurst</u>	N	Y	1	slightly		\$43,208	\$54,010	\$64,812
<u>Wheaton</u>	N	Y	1			\$37,613	\$47,861	\$58,110
					60th percentile	39,576	47,861	58,110
					average	39,250	47,401	56,022
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-16.56%	-14.13%	-9.25%

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Engineer: Engineering (0017)

Summary: Reviews residential and commercial plans to be constructed within City limits and designs municipal projects. Performs re-design work of old, existing streets.

Job Data U--Union E--Exempt				Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	Salaries	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	5	y	\$54,910	\$47,432	\$55,734	\$64,034
<u>Arlington Heights</u>	N	N	1	even		\$49,839	\$60,575	\$71,880
<u>Addison</u>	N	Y	2		\$60,369	\$54,094	\$62,709	\$74,877
<u>Lombard</u>	N	Y	1	Even		\$48,330	\$56,788	\$65,245
<u>Hoffman Estates</u>	N	Y	4	y	\$50,934	\$46,273	\$55,990	\$67,137
<u>Elk Grove Village</u>	N	N	2		\$57,300	\$49,248	\$57,368	\$65,488
<u>Elmhurst</u>	N	Y	2	slightly	\$55,628	\$47,637	\$59,547	\$71,455
					60th percentile	49,248	59,547	71,455
					average	49,237	58,829	69,347
					RAISE NEEDED TO GET TO 60TH PERCENTILE	3.83%	6.84%	11.59%

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City Clerk: Clerical (0004)

Summary: Directs and organizes operations of the Clerk's office as defined by statute and city ordinance including execution of official documents, indexing records, issuing licenses, etc. Serves as recording secretary to Council. Directly supervises 5 - 7 employees.

Job Data U--Union E--Exempt					Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match		MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$47,432	\$55,734	\$64,034
<u>Arlington Heights</u>	N	Y	1	even	\$58,348	\$43,125	\$52,420	\$63,715
<u>Lombard</u>	N	N	1	Light		\$27,733	\$32,585	\$37,439
<u>Elk Grove Village</u>	N	N	1	even		\$44,937	\$54,083	\$63,230
					60th percentile	43,487	52,753	63,327
					average	38,598	46,363	54,795
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-8.32%	-5.35%	-1.10%

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Supervisor/Manager: Public Works (0050)

Summary: Plans, priorities, assigns, supervises, and directs the work of staff involved in maintenance, construction and repair of street and public right-of-ways. Identifies maintenance and repair needs and schedules work. Provides information as needed to Manager and residents. Coordinates snow removal crews.

Job Data U--Union E--Exempt					Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match		MIN	MID	MAX
<u>Downers Grove</u>	Y	N	4	y	\$66,367	\$49,897	\$58,630	\$67,363
<u>Arlington Heights</u>	N	N	4	even	\$64,835	\$43,125	\$52,420	\$63,715
<u>Addison</u>	N	Y	1			\$57,994	\$67,231	\$80,377
<u>Lombard</u>	N	Y	3	Even	\$59,136	\$53,038	\$62,320	\$71,602
<u>Park Ridge</u>	N	N	3	E		\$51,476	\$61,772	\$72,067
<u>Hoffman Estates</u>	Y	N	5	y	\$61,463	\$58,296	\$62,260	\$66,224
<u>Elmhurst</u>	N	Y	1	slightly		\$57,903	\$72,379	\$86,854
					60th percentile	57,903	62,320	72,067
					average	53,639	63,064	73,473
					RAISE NEEDED TO GET TO 60TH PERCENTILE	16.05%	6.29%	6.98%

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Supervisor: Custodial (0014)

Summary: Supervises and oversees the daily maintenance operations of the City's public buildings. Trains new employees in cleaning operations. Supervises and plans the work of 12 employees.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$49,897	\$58,630	\$67,363
<u>Arlington Heights</u>	N	N	1	even	\$71,482	\$46,360	\$56,350	\$68,495
<u>Addison</u>	N	Y	1			\$48,845	\$56,625	\$67,612
<u>Lombard</u>	N	N	1	Even		\$37,149	\$43,649	\$50,151
<u>Hoffman Estates</u>	N	Y	1	y		\$58,296	\$62,260	\$66,224
<u>Niles</u>	N	N	1	y		\$50,512	\$55,689	\$64,466
<u>Hanover Park</u>	Y	N	1			\$37,925	\$53,641	\$69,357
					60th percentile	48,845	56,350	67,612
					average	46,514	54,702	64,384
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-2.11%	-3.89%	0.37%

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Police Records Manager: Police (0040)

Summary: Manages the police information/records system; supervises assigned staff; develops and implements records policy.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$52,361	\$61,525	\$70,688
<u>Arlington Heights</u>	N	N	1	even	\$55,633	\$40,115	\$48,762	\$59,271
<u>Addison</u>	N	Y	1		\$47,253	\$39,172	\$45,411	\$54,222
<u>Mount Prospect</u>	N	N	1	Even		\$37,052	\$39,212	\$41,371
<u>Park Ridge</u>	Y	N	1	E		\$44,466	\$53,360	\$62,253
<u>Hoffman Estates</u>	Y	N	1	y		\$46,273	\$55,990	\$65,708
<u>Elk Grove Village</u>	N	N	1			\$40,824	\$49,188	\$57,553
<u>Elmhurst</u>	N	N	1	slightly		\$46,696	\$55,025	\$63,271
					60th percentile	43,009	51,691	61,060
					average	42,085	49,564	57,664
					RAISE NEEDED TO GET TO 60TH PERCENTILE	-17.86%	-15.98%	-13.62%

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Attachment A.

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Accounting Manager: Fiscal (0030)

Summary: Perform professional accounting and internal audit work. Reviews records and prepares financial statements for all city funds. Reviews and improves existing accounting systems, reviews the budget of the City's funds and provides technical support to all other accounting staff.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$52,361	\$61,525	\$70,688
<u>Arlington Heights</u>	N	Y	1	even	\$70,676	\$57,592	\$71,756	\$85,091
<u>Addison</u>	N	Y	1			\$53,162	\$61,629	\$73,588
<u>Lombard</u>	N	Y	1	Even		\$57,747	\$67,852	\$77,958
<u>Hoffman Estates</u>	Y	N	1	y		\$48,846	\$59,103	\$69,361
<u>Elk Grove Village</u>	N	N	1			\$44,252	\$51,746	\$59,240
<u>Elmhurst</u>	N	Y	1	yes		\$50,018	\$62,523	\$75,028
60th percentile						53,162	62,523	75,028
average						51,936	62,435	73,378
RAISE NEEDED TO GET TO 60TH PERCENTILE						1.53%	1.62%	6.14%

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Sergeant: Police (0046)

Summary: Provides direct-line supervision of employees in assigned division. Plans and directs programs and ensures compliance with departmental and division policies and procedures. May perform duties on an assigned shift depending upon assignment.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	N	N	10	y	\$68,500	\$54,826	\$64,421	\$74,016
<u>Arlington Heights</u>	Y	N	15	even	\$73,725	\$53,574	\$65,121	\$79,154
<u>Addison</u>	N	Y	8		\$66,990	\$65,075	\$70,900	\$77,474
<u>Lombard</u>	N	Y	8	Even	\$70,407	\$55,392	\$65,085	\$74,780
<u>Park Ridge</u>	N	N	5	E		\$54,051	\$64,860	\$75,672
<u>Hoffman Estates</u>	Y	N	10	y	\$66,120	\$65,340	\$68,310	\$71,280
<u>Elk Grove Village</u>	N	N	14		\$67,450	\$58,647	\$64,763	\$70,879
<u>Elmhurst</u>	N	Y	6	slightly	\$74,734	\$52,519	\$65,649	\$78,779
60th percentile						57,345	65,438	76,753
average						57,800	66,384	75,431
RAISE NEEDED TO GET TO 60TH PERCENTILE						4.60%	1.58%	3.70%

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Director: Engineering (0019)

Summary: Plans, organizes, directs, and evaluates the engineering functions of the City, including subdivision and planned development review, water/storm drainage, streets/traffic and contract administration of capital projects; supervises professional staff; develops and recommends budget for the Group, administers approved budget.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$54,826	\$64,421	\$74,016
<u>Arlington Heights</u>	N	Y	1	even	\$106,772	\$79,440	\$101,288	\$123,136
<u>Lombard</u>	N	Y	1	Even		\$68,162	\$81,682	\$95,295
<u>Park Ridge</u>	Y	N	1	E		\$62,569	\$75,084	\$87,598
<u>Hoffman Estates</u>	N	Y	1	y		\$57,915	\$70,078	\$82,240
<u>Elk Grove Village</u>	N	N	1	even		\$73,016	\$88,713	\$104,411
<u>Elmhurst</u>	N	Y	1	slightly		\$60,798	\$75,998	\$91,198

60th percentile	68,162	81,682	95,295
average	66,984	82,140	97,313
RAISE NEEDED TO GET TO 60TH PERCENTILE	24.32%	26.79%	28.75%

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Manager: Human Resources (0035)

Summary: Provides professional and technical personnel services to City management and staff. Performs tasks related to recruitment, policy development and interpretation, compensation plan administration, employee communications, and training.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	n		\$57,290	\$67,316	\$77,341
<u>Hoffman Estates</u>	Y	N	1	y		\$36,614	\$44,730	\$47,690
<u>Palatine</u>	N	Y	1	even		\$51,500	\$61,821	\$72,141
<u>Glenview</u>	N	Y	1			\$55,488	\$64,235	\$74,360
<u>Niles</u>	N	N	1	Y		\$50,512	\$55,689	\$64,466
<u>Elmhurst</u>	N	Y	1	Y		\$52,519	\$65,649	\$78,779
<u>Orland Park</u>	N	Y	1	Y		\$50,610	\$58,485	\$67,598

60th percentile	51,500	61,821	72,141
average	49,541	58,435	67,506
RAISE NEEDED TO GET TO 60TH PERCENTILE	-10.11%	-8.16%	-6.72%

VILLAGE OF DOWNERS GROVE  
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Fire Marshall: Fire (0070)

Summary: Develops and coordinates programs and activities designed to increase awareness and utilization of fire prevention services; supervises assigned staff.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX	
<u>Downers Grove</u>	Y	N	1	y		\$57,290	\$67,316	\$77,341	
<u>Lombard</u>	N	Y	1	Even		\$57,747	\$67,852	\$77,958	
<u>Park Ridge</u>	Y	N	1	E		\$59,699	\$62,596	\$65,639	
<u>Hoffman Estates</u>	N	Y	1	y		\$76,583	\$79,467	\$82,450	
<u>Elmhurst</u>	Y	N	1	slightly		\$59,481	\$63,046	\$67,010	
						60th percentile	59,655	66,891	75,769
						average	63,378	68,240	73,264
RAISE NEEDED TO GET TO 60TH PERCENTILE							4.13%	-0.63%	-2.03%

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Assistant Finance Director: Fiscal (0055)

Summary: Under limited supervision of the Finance Director, performs advanced accounting and finance functions. Oversees the operations of the Finance Department in the Directors absence. Prepares or assists with the preparation of the revised, proposed and final budgets for the Village. Assists with investments and is responsible for the supervision of department personnel.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX	
<u>Downers Grove</u>	Y	N	1	y		\$57,290	\$67,316	\$77,341	
<u>Arlington Heights</u>	N	Y	1	even	\$84,974	\$68,742	\$87,650	\$106,554	
<u>Lombard</u>	N	Y	1	Even		\$60,101	\$70,618	\$81,136	
<u>Park Ridge</u>	Y	N	1			\$59,591	\$71,509	\$83,426	
<u>Hoffman Estates</u>	Y	N	1	y		\$57,915	\$70,078	\$82,240	
<u>Elmhurst</u>	N	Y	1	yes		\$60,798	\$75,998	\$91,198	
						60th percentile	60,380	73,304	86,535
						average	61,429	75,171	88,911
RAISE NEEDED TO GET TO 60TH PERCENTILE							5.39%	8.90%	11.89%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Battalion Chief/Captain: Fire (0022)

Summary: Station officer for an assigned shift and is responsible for the actions and performance of personnel assigned to their station. They must plan, organize and control the delivery of fire and emergency medical services by their company. As station officer they must be aware of the conditions and problems in their area of responsibility. They are the vital link between the operational policies of the fire department and operations personnel.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	3	y	\$79,478	\$59,755	\$70,212	\$80,670
<u>Arlington Heights</u>	N	Y	4	even	\$77,014	\$60,675	\$75,846	\$91,011
<u>Park Ridge</u>	Y	N	3	E		\$65,699	\$78,837	\$91,978
<u>Elk Grove Village</u>	N	N	3		\$72,424	\$66,875	\$71,891	\$76,906
					60th percentile	64,694	75,055	88,943
					average	63,251	74,196	85,141
					RAISE NEEDED TO GET TO 60TH PERCENTILE	8.27%	6.90%	10.26%

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Lieutenant: Police (0044)

Summary: Manages an assigned police operations shift and investigations; assigns duties; enforces department policies and procedures; ensures equipment is properly maintained.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	4	y	\$79,478	\$59,755	\$70,212	\$80,670
<u>Arlington Heights</u>	Y	N	2	even	\$77,921	\$57,592	\$70,004	\$85,091
<u>Addison</u>	N	Y	3		\$76,136	\$79,951	\$81,150	\$82,349
<u>Lombard</u>	N	Y	4	Even	\$80,071	\$62,454	\$73,383	\$84,313
<u>Park Ridge</u>	Y	N	4	E		\$65,699	\$78,837	\$91,978
<u>Hoffman Estates</u>	Y	N	5	y	\$74,193	\$74,848	\$78,408	\$81,972
<u>Elmhurst</u>	N	N	4	slightly	\$79,924	\$55,146	\$68,932	\$82,718
					60th percentile	64,401	76,398	83,675
					average	65,064	74,418	84,156
					RAISE NEEDED TO GET TO 60TH PERCENTILE	7.77%	8.81%	3.73%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Deputy Chief: Fire (0024)

Summary: Assists Fire Chief in the daily operations of the Fire Department. Managers one of three major divisions within the department; Operations Division Administration, or Support Services Division.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	2	y	\$85,500	\$64,682	\$76,002	\$87,321
<u>Arlington Heights</u>	N	Y	2	even	\$87,450	\$68,742	\$87,650	\$106,554
<u>Des Plaines</u>	Y	N	2	y	\$84,362	\$76,526	\$81,921	\$103,395
<u>Lombard</u>	N	Y	1	Even		\$65,763	\$78,915	\$92,069
<u>Park Ridge</u>	Y	N	1	E		\$72,433	\$86,920	\$101,407
<u>Hoffman Estates</u>	N	Y	1	fair		\$86,646	\$88,812	\$91,032
<u>Elk Grove Village</u>	N	N	2		\$81,774	\$69,110	\$78,555	\$88,001
<u>Elmhurst</u>	N	Y	1	slightly		\$63,838	\$79,797	\$95,757

60th percentile	71,104	84,920	99,147
average	71,865	83,225	96,888
RAISE NEEDED TO GET TO 60TH PERCENTILE	9.93%	11.73%	13.54%

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Deputy Chief: Police (0043)

Summary: Plans, organizes, and manages law enforcement functions of the Police Operations Department and Administrative Department; supervises professional management staff.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	Salary Range UPDATED		
<u>Downers Grove</u>	Y	N	2	y	\$84,000	\$64,682	\$76,002	\$87,321
<u>Arlington Heights</u>	N	Y	1	even	\$105,675	\$73,897	\$94,222	\$114,545
<u>Addison</u>	N	Y	2		\$85,993	\$82,639	\$87,672	\$93,011
<u>Lombard</u>	N	Y	2	Even	\$88,528	\$65,763	\$78,915	\$92,069
<u>Hoffman Estates</u>	Y	N	2	y	\$86,625	\$87,095	\$89,657	\$92,219
<u>Elk Grove Village</u>	N	N	2		\$83,014	\$69,112	\$79,352	\$89,593
<u>Elmhurst</u>	N	N	2	slightly	\$91,806	\$63,838	\$79,797	\$95,757

60th percentile	73,897	87,672	93,011
average	73,724	84,936	96,199
RAISE NEEDED TO GET TO 60TH PERCENTILE	14.25%	15.35%	6.52%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Director: Human Resources (0033)

Summary: Plans, organizes, manages, and directs the human resource functions for all City employees; supervises assigned staff; develops/recommends the annual budget; administers approved budget.

Job Data U--Union E--Exempt		No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U				E	MIN	MID
<u>Downers Grove</u>	Y	N	1	light	\$67,146	\$78,898	\$90,648
<u>Arlington Hts. N</u>		Y	1		\$79,440	\$101,288	\$123,136
<u>Park Ridge</u>	Y	N	1	E	\$72,433	\$86,920	\$101,407
<u>Hoffman Estates</u>	Y	N	1	y	\$73,117	\$88,472	\$103,826
<u>Elk Grove Village</u>	N	N	1		\$61,638	\$73,175	\$84,712
60th percentile					72,980	88,161	103,342
average					71,657	87,464	103,270
RAISE NEEDED TO GET TO 60TH PERCENTILE					8.69%	11.74%	14.00%

Dir., MIS: Data (0016)

Summary: Manages the selection, procurement, operation and modification of computer hardware and software for the City; supervises department staff.

Job Data U--Union E--Exempt		No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U				E	MIN	MID
<u>Downers Grove</u>	Y	N	1	y	\$67,146	\$78,898	\$90,648
<u>Arlington Heights</u>	N	Y	1	even	\$81,177	\$65,227	\$97,485
<u>Addison</u>	N	Y	1		\$60,067	\$69,634	\$83,147
<u>Lombard</u>	N	Y	1	Light	\$65,763	\$78,915	\$92,069
<u>Park Ridge</u>	Y	N	1	E	\$76,055	\$91,265	\$106,476
<u>Hoffman Estates</u>	N	Y	1	y	\$73,117	\$88,472	\$103,826
<u>Elk Grove Village</u>	N	N	1		\$69,408	\$78,421	\$87,434
<u>Elmhurst</u>	N	Y	1	slightly	\$55,146	\$68,932	\$82,718
60th percentile					67,950	80,485	95,319
average					66,398	79,596	93,308
RAISE NEEDED TO GET TO 60TH PERCENTILE					1.20%	2.01%	5.15%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Dir. Codes: Community Development (0010)

Summary: Coordinates and manages the activities of the Code Compliance Division, including building plan review and construction inspections. Directs, oversees and participates in the development of the division's work plan. Assigns work activities and reviews and evaluates methods and procedures.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$67,146	\$78,898	\$90,648
<u>Arlington Heights</u>	N	N	2	light	\$51,260	\$40,115	\$48,762	\$59,271
<u>Addison</u>	N	Y	1			\$54,094	\$62,709	\$74,877
<u>Park Ridge</u>	N	N	1	E		\$44,466	\$53,360	\$62,253
<u>Hoffman Estates</u>	N	Y	1	y		\$57,915	\$70,078	\$82,240
<u>Elmhurst</u>	Y	N	1	slightly		\$52,519	\$65,649	\$78,779

60th percentile	53,149	63,885	76,438
average	49,822	60,112	71,484
RAISE NEEDED TO GET TO 60TH PERCENTILE	-20.85%	-19.03%	-15.68%

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Dir. Building/Zoning/Planning: Community Development (0009)

Summary: Provides technical support to the Plan Commission, City Council, and other boards and commissions as required. Coordinates, reviews, and processes development applications, conducts plan reviews, responds to zoning information requests from the general public and provides staff assistance to the Chief Planner.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$67,146	\$78,898	\$90,648
<u>Arlington Heights</u>	N	Y	1	even	\$95,511	\$79,440	\$101,288	\$123,136
<u>Lombard</u>	N	Y	1	Even		\$74,983	\$89,980	\$104,976
<u>Park Ridge</u>	Y	N	0	E		\$54,051	\$64,860	\$75,672
<u>Hoffman Estates</u>	N	Y	1	y		\$62,337	\$75,428	\$88,518
<u>Elmhurst</u>	N	N	1	slightly				

60th percentile	72,454	87,069	101,684
average	67,703	82,889	98,075
RAISE NEEDED TO GET TO 60TH PERCENTILE	7.90%	10.36%	12.17%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Chief: Fire (0023)

Summary: Manages and directs department operations, including fire suppression, emergency medical services, fire prevention, training, and Emergency Services and Disaster Agency. Provides responsible administrative support to the City Manager.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX	
<u>Downers Grove</u>	Y	N	1	y		\$71,060	\$84,689	\$97,301	
<u>Arlington Heights</u>	N	Y	1	even	\$107,522	\$85,398	\$108,884	\$132,372	
<u>Lombard</u>	N	Y	1	Even		\$74,983	\$89,980	\$104,976	
<u>Park Ridge</u>	Y	N	1	E		\$83,850	\$100,619	\$117,390	
<u>Hoffman Estates</u>	N	Y	0	y		\$77,891	\$94,248	\$110,605	
<u>Elk Grove Village</u>	N	N	1	even		\$80,950	\$93,468	\$105,986	
<u>Elmhurst</u>	N	Y	1	slightly		\$70,381	\$87,977	\$105,572	
						60th percentile	80,950	94,248	110,605
						average	78,909	95,863	112,817
RAISE NEEDED TO GET TO 60TH PERCENTILE							13.92%	11.29%	13.67%

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Chief: Police (0037)

Summary: Plans, directs, and coordinates all activities and operations of the Police Department. Responsible for management of fiscal and personnel resources in the department. Provides administrative support to the City Manager.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED			
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX	
<u>Downers Grove</u>	Y	N	1	y		\$71,060	\$84,689	\$97,301	
<u>Arlington Heights</u>	N	Y	1	even	\$108,879	\$85,398	\$108,884	\$132,372	
<u>Lombard</u>	N	Y	1	Even		\$74,983	\$89,980	\$104,976	
<u>Park Ridge</u>	Y	N	1	E		\$83,850	\$100,619	\$117,390	
<u>Hoffman Estates</u>	Y	N	1	y		\$77,891	\$94,248	\$110,605	
<u>Elk Grove Village</u>	N	N	1			\$78,812	\$92,534	\$106,256	
<u>Elmhurst</u>	N	Y	1	slightly		\$70,381	\$87,977	\$105,572	
						60th percentile	78,812	94,248	110,605
						average	78,552	95,707	112,862
RAISE NEEDED TO GET TO 60TH PERCENTILE							10.91%	11.29%	13.67%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Director: Public Works (0048)

Summary: Manages, plans, organizes and directs the Public Works Department providing quality transportation, resource recovery, and public building maintenance service to the City. The individual is responsible for directing the public engineering activities and functions as required by State statutes.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$71,060	\$84,689	\$97,301
<u>Arlington Heights</u>	N	Y	1	even	\$100,571	\$79,440	\$101,288	\$123,136
<u>Lombard</u>	N	Y	1	Even		\$74,983	\$89,980	\$104,976
<u>Park Ridge</u>	Y	N	1	E		\$83,850	\$100,619	\$117,390
<u>Hoffman Estates</u>	Y	N	1	y		\$73,117	\$88,472	\$103,826
<u>Elk Grove Village</u>	N	N	1			\$76,393	\$90,704	\$105,015
<u>Elmhurst</u>	Y	N	1	slightly		\$73,901	\$92,376	\$110,851
60th percentile						76,393	92,376	110,851
average						76,947	93,906	110,866
RAISE NEEDED TO GET TO 60TH PERCENTILE						7.51%	9.08%	13.93%

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Director, Finance: Fiscal (0031)

Summary: Oversees the financial activities of the City and ancillary agencies by administering the budget, collecting and accounting for the revenues, controlling purchasing and expenditures, and investing idle monies. Prepares and distributes financial statements.

Job Data U--Union E--Exempt					Actual	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	1	y		\$71,060	\$84,689	\$97,301
<u>Arlington Heights</u>	N	Y	1	even	\$107,008	\$85,398	\$108,884	\$132,372
<u>Lombard</u>	N	Y	1	Even		\$74,983	\$89,980	\$104,976
<u>Park Ridge</u>	Y	N	1	E		\$83,850	\$100,619	\$117,390
<u>Hoffman Estates</u>	Y	N	1	y		\$77,891	\$94,248	\$110,605
<u>Elk Grove Village</u>	N	N	1			\$78,331	\$92,082	\$105,833
<u>Elmhurst</u>	N	Y	1	yes		\$70,381	\$87,977	\$105,572
60th percentile						78,331	94,248	110,605
average						78,472	95,632	112,791
RAISE NEEDED TO GET TO 60TH PERCENTILE						10.23%	11.29%	13.67%

VILLAGE OF DOWNERS GROVE  
SALARY SURVEY 2002

Attachment A.

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Assistant City Manager: Administration (0001)

Summary: Supervises, oversees, monitors, and participates in assigned projects and programs. Assists the City Manager in various administrative tasks, including organizational and financial analyses. Conducts analyses of municipal policies and procedures.

Job Data	U--Union	E--Exempt	No.	Match	Actual AVG.	Salary Range UPDATED		
Locale	U	E	No.	Match	AVG.	MIN	MID	MAX
<u>Downers Grove</u>	Y	N	2	y		\$74,541	\$87,585	\$100,629
<u>Arlington Heights</u>	N	Y	1	Even	\$110,830	\$91,803	\$117,051	\$142,297
<u>Park Ridge</u>	Y	N	1	E		\$79,856	\$95,827	\$108,281
<u>Hoffman Estates</u>	N	Y	1	y		\$73,117	\$88,472	\$103,826
<u>Elk Grove Village</u>	N	N	1	even		\$71,795	\$82,396	\$92,997
					60th percentile	78,508	94,356	107,390
					average	79,143	95,936	111,850
					RAISE NEEDED TO GET TO 60TH PERCENTILE	5.32%	7.73%	6.72%

VILLAGE OF DOWNERS GROVE  
 JOB CLASSIFICATION - GRADE ORDER  
 REVISED MAY 21, 2002

<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
2	\$ 23,106.00	\$ 27,149.00	\$ 31,193.00	N N	Data Entry Clerk Switchboard/Receptionist
3	\$ 25,791.00	\$ 30,305.00	\$ 34,818.00	N N N N	Building Maintenance Worker 1 Bus Operator Production Assistant Water Meter Reader
4	\$ 28,477.00	\$ 33,460.00	\$ 38,444.00	N N N N N N N	Admin. Secretary 1 - Soc. & Health Serv. Admin. Secretary 1 - Human Resources Building Maintenance Worker II Community Service Officer I Parts Inventory Clerk Printing Clerk Permit/Inspection Control Clerk
5	\$ 31,162.00	\$ 36,615.00	\$ 42,069.00	N N N N N N N N	Accounting Specialist I Billing Clerk Cable TV Production Technician Deputy Village Clerk Payroll Clerk Police Records Specialist Admin Secretary I - Fire Prevention Admin. Specialist - FD - Pub Ed & Training

N = Non Exempt (Hourly)  
 E = Exempt (Salaried)

Adopted 11/20/01

<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
6	\$ 33,848.00	\$ 39,771.00	\$ 45,695.00	N	Accounting Specialist II
				N	Administrative Secretary II – Fire Admin.
				N	Administrative Secretary II – Police
				N	Administrative Secretary II – PW
				N	Administrative Secretary II - Planning Service
				N	Administrative Secretary II – Human Resource
				N	Administrative Secretary II – Financial Serv.
				N	Administrative Secretary II - Redevelopment
				N	Administrative Secretary II - Code Services
				N	Admin. Secretary II - EDC/VD
				N	Administrative Specialist - Police
				N	Building Maintenance Technician
				N	Community Service Officer II
				N	Computer Operator
				N	Court/Property Control Officer
				N	Investigative Aide
				N	Maintenance Worker I
N	Community Response Center Coordinator				
7	\$ 36,533.00	\$ 42,926.00	\$ 49,320.00	N	Communications Operator
				N	Legal Secretary
				N	Public Services Specialist
				N	Secretary to the Village Manager
				N	Assistant Community Events Coordinator
				N	Administrative Assistant - Redevelopment
N	Administrative Assistant – Community Events				
8	\$ 39,219.00	\$ 46,082.00	\$ 52,946.00	N	CAD Technician
				N	Community Events Coordinator
				N	Crime Prevention Specialist
				N	Fleet Maintenance Technician
				N	Maintenance Worker II
				N	Publications Technician
				N	Water Supply Specialist
				N	Real Estate Specialist
				N	Production Supervisor
				N	Lead Communications Operator
				N	Asst. Supervisor/Community Support Officer
N	Staff Accountant				

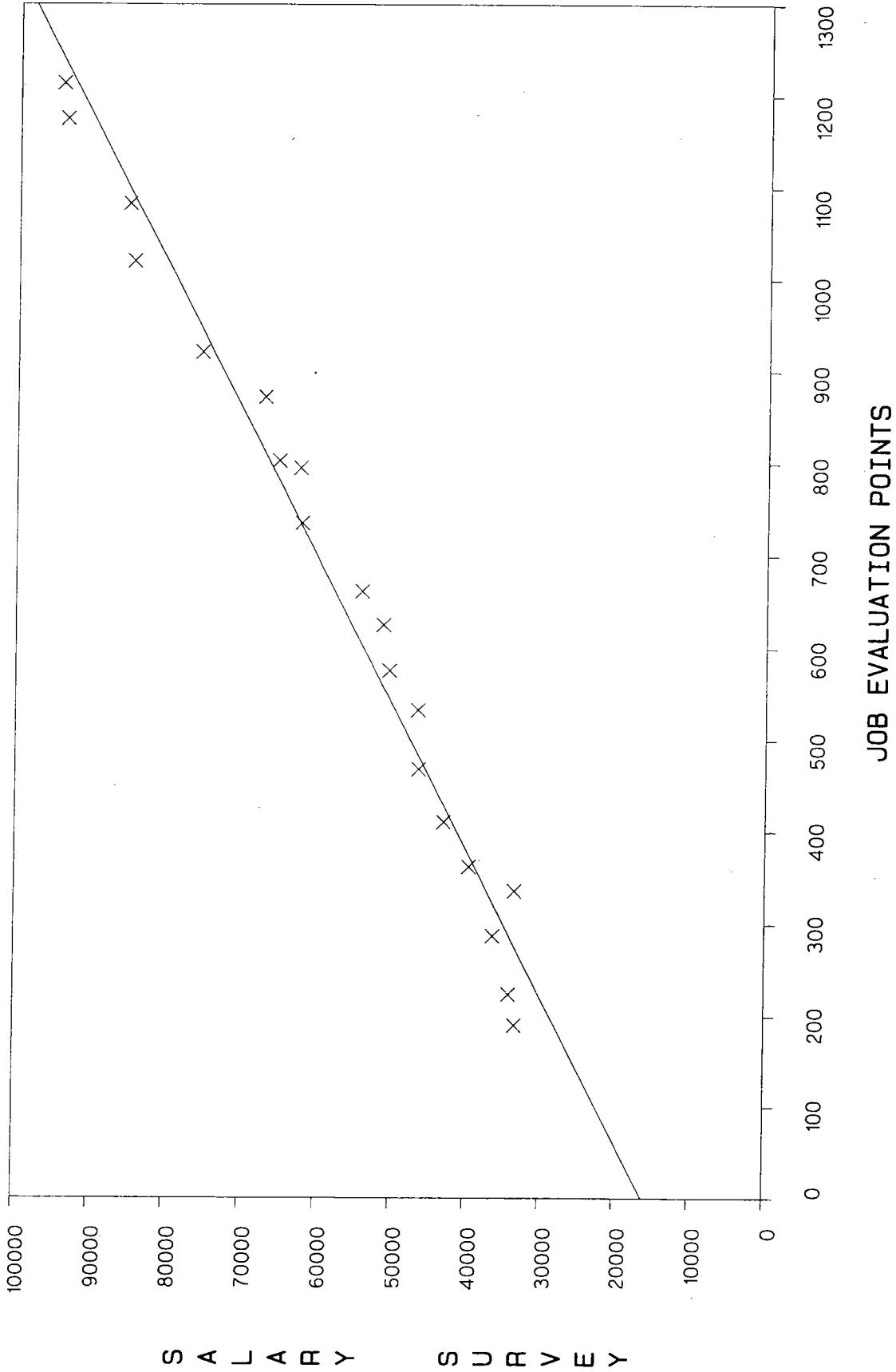
<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
9	\$ 41,904.00	\$ 49,237.00	\$ 56,570.00	N	Code Enforcement Officer
				N	Fire and Life Safety Specialist
				E	Public Works Information Coordinator
				N	Public Works Materials Coordinator
				N	Public Works Technician
				E	Purchasing Assistant
				N	Resource Center Program Coordinator
				E	Visitor's Bureau Marketing Coordinator
				N	Right-of-Way Inspector
10	\$ 44,590.00	\$ 52,393.00	\$ 60,197.00	N	Assistant Village Forester
				N	GPS Technician
				N	Building Inspector
				E	Counselor
				N	Landscape Specialist
				E	Supervisor, Transportation Services
				E	Supervisor, Police Records/Information
				N	Systems Technician
				E	Grants Coordinator
				N	Supervisor, VOC
11	\$ 47,275.00	\$ 55,548.00	\$ 63,821.00	E	Employee Benefits Coordinator
				E	Information Services Trainer
				E	Planner
12	\$ 49,961.00	\$ 58,704.00	\$ 67,447.00	E	Assistant Manager, Building Services
				E	Cable Television Coordinator
				E	GIS Specialist
				E	Staff Engineer
				E	Village Clerk
				E	Webmaster
				E	Public Safety System Administrator (PSSA)

<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
13	\$ 52,646.00	\$ 61,859.00	\$ 71,072.00	E	Manager, Public Works/Drainage
				E	Manager, Public Works/Pavement
				E	Manager, Public Works/Traffic
				E	Manager, Public Works/Water Supply
				E	Manager, Building Services
				E	Systems Administrator
				E	Manager, Traffic/Parking
				E	Village Forester
				E	Database Programmer
				E	Chief Building Inspector
				E	Public Education/Information Supervisor - PD
				E	Public Education/Information Officer - FD
				E	Internet Operation Administrator
E	Manager, Visitors Bureau				
14	\$ 55,332.00	\$ 65,015.00	\$ 74,698.00	E	Assistant Dir., Economic Development
				E	Manager, Accounting
				E	Manager, Fleet Maintenance
				E	Manager, Police Records/Information
				E	Manager, Village Operations Center
				E	Public Information Officer
				E	Director, Community Events & Tourism
				E	Assistant to the Village Manager
15	\$ 58,017.00	\$ 68,170.00	\$ 78,323.00	E	Senior Staff Engineer
				N	Police Sergeant
				E	Police Sergeant – Administration & Training
				E	Staff Attorney
				E	Asst. Director - Information Services
16	\$ 60,703.00	\$ 71,326.00	\$ 81,949.00	E	Assistant Director, Financial Services
				E	Assistant Director, Human Res./Risk Manage
				E	Director, Social & Health Services
				E	Division Chief – Fire Prevention

<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
17	\$ 63,388.00	\$ 74,481.00	\$ 85,574.00	E	Assistant Village Attorney
				E	Battalion Chief
				E	Battalion Chief, Training
				E	Director, Management Services
				E	Police Lieutenant
				E	Police Lieutenant – Investigations
				E	Manager II - PW Develop. Engineering
				E	Manager II - PW-General Support Services
				E	Manager II - PW-Operations
E	Manager II - PW - Water				
19	\$ 68,759.00	\$ 80,792.00	\$ 92,825.00	E	Assistant Director, Public Works/Engineering
				E	Deputy Chief of Police
				E	Deputy Fire Chief – Administration
				E	Deputy Fire Chief – Operations
E	Director, Redevelopment				
20	\$ 71,444.00	\$ 83,947.00	\$ 96,449.00	E	Director, Planning Services
				E	Director, Economic Development
				E	Director, Human Resources
				E	Director, Information Services
				E	Director, Code Services
22	\$ 76,815.00	\$ 90,258.00	\$ 103,700.00	E	Chief of Police
				E	Director, Financial Services
				E	Director, Public Works
				E	Fire Chief
				E	Village Attorney
23	\$ 79,501.00	\$ 93,414.00	\$ 107,326.00	E	Deputy Village Manager - Operations
				E	Deputy Village Manager - Administration
<u>Grade</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>	<u>FLSA</u>	<u>Job Code and Title</u>
24	\$ 82,186.00	\$ 96,569.00	\$ 110,951.00	E	OPEN

# REGRESSION (LINE OF BEST FIT)

## VILLAGE OF DOWNERS GROVE



**VILLAGE OF DOWNERS GROVE  
GRADES, EVALUATION POINTS AND SALARY RANGES**

<u>PAY GRADE</u>	<u>EVALUATION POINTS RANGE</u>		<u>ANNUAL SALARY RANGE</u>		
	<u>From</u>	<u>To</u>	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>
1	100	149	20,420	23,994	27,567
2	150	199	23,106	27,149	31,193
3	200	249	25,791	30,305	34,818
4	250	299	28,477	33,460	38,444
5	300	349	31,162	36,615	42,069
6	350	399	33,848	39,771	45,695
7	400	449	36,533	42,926	49,320
8	450	499	39,219	46,082	52,946
9	500	549	41,904	49,237	56,570
10	550	599	44,590	52,393	60,197
11	600	649	47,275	55,548	63,821
12	650	699	49,961	58,704	67,447
13	700	749	52,646	61,859	71,072
14	750	799	55,332	65,015	74,698
15	800	849	58,017	68,170	78,323
16	850	899	60,703	71,326	81,949
17	900	949	63,388	74,481	85,574
18	950	999	66,074	77,637	89,200
19	1,000	1,049	68,759	80,792	92,825
20	1,050	1,099	71,444	83,947	96,449
21	1,100	1,149	74,130	87,103	100,076
22	1,150	1,199	76,815	90,258	103,700
23	1,200	1,249	79,501	93,414	107,326
24	1,250	1,299	82,186	96,569	110,951

**VILLAGE OF DOWNERS GROVE  
JOB CLASSIFICATION LIST - GRADE ORDER**

<u>GRADE</u>	<u>ANNUAL SALARY RANGE</u>			<u>FLSA</u>	<u>JOB CODE AND TITLE</u>
	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>		
2	23,106	27,149	31,193	N	2107 Data Entry Clerk
				N	1905 Switchboard - Receptionist
3	25,791	30,305	34,818	N	2905 Building Maintenance Worker I
				N	3102 Bus Operator
				N	3603 Production Assistant
				N	2006 Water Meter Reader
4	28,477	33,460	38,444	N	1305 Administrative Secretary I - EDC/VB
				N	2303 Administrative Secretary I - Soc&HS
				N	2904 Building Maintenance Worker II
				N	2610 Community Service Officer I
				N	3003 Parts Inventory Clerk
				N	2203 Printing Clerk
5	31,162	36,615	42,069	N	2005 Accounting Specialist I
				N	2503 Administrative Secretary I - FirePre
				N	2408 Administrative Specialist JUL00
				N	2003 Billing Clerk
				N	3602 Cable TV Production Technician
				N	1002 Deputy Village Clerk
				N	2004 Payroll Clerk
6	33,848	39,771	45,695	N	2618 Police Records Specialist
				N	2002 Accounting Specialist II
				N	2405 Administrative Secretary II - Fire Ad
				N	2613 Administrative Secretary II - Police
				N	3305 Administrative Secretary II - PW
				N	1505 Administrative Secretary II -Pl Serv
				N	1904 Administrative Secretary II- Fin Serv
				N	1704 Administrative Secretary II- HR
				N	3802 Administrative Secretary II- Redevelt
				N	2614 Administrative Specialist- Police
				N	2903 Building Maintenance Technician

**VILLAGE OF DOWNERS GROVE  
JOB CLASSIFICATION LIST - GRADE ORDER**

<u>GRADE</u>	<u>ANNUAL SALARY RANGE</u>			<u>FLSA</u>	<u>JOB CODE AND TITLE</u>
	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>		
6	33,848	39,771	45,695		
				N	1107 Comm. Response Center Coord. JULY00
				N	2609 Community Service Officer II
				N	2105 Computer Operator
				N	2616 Court/Property Control Officer
				N	2608 Investigative Aide
				N	3510 Maintenance Worker I
7	36,533	42,926	49,320		
				N	3803 Administrative Asst. Redevelt AP00
				N	2703 Communications Operator
				N	1803 Legal Secretary
				N	2801 Public Services Specialist
				N	1103 Secretary to the Village Manager
8	39,219	46,082	52,946		
					2611 Asst Supv, Community Support Officer
				N	3304 CAD Technician
				N	2620 Crime Prevention Specialist
				N	3002 Fleet Maintenance Technician
				N	2702 Lead Communications Operator
				N	3509 Maintenance Worker II
				N	3604 Production Technician Supv. JULY00
				N	2202 Publications Technician
				N	1306 Real Estate Specialist MAR00
				N	1402 Self Directed Work Team
				N	3507 Water Supply Specialist
9	41,904	49,237	56,570		
				N	4002 Code Enforcement Officer I
				N	2502 Fire and Life Safety Specialist
				E	1906 Grant Coordinator APRIL00
				E	3204 Public Works Information Coordinator
				N	3506 Public Works Materials Coordinator
				N	3401 Public Works Technician
				E	1903 Purchasing Assistant
				N	2304 Resource Center Program Coordinator
					4005 Right-of-Way Insp./Asst.Storm Water

**VILLAGE OF DOWNERS GROVE  
JOB CLASSIFICATION LIST - GRADE ORDER**

<u>GRADE</u>	<u>ANNUAL SALARY RANGE</u>			<u>FLSA</u>	<u>JOB CODE AND TITLE</u>
	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>		
9	41,904	49,237	56,570	E	1304 Visitor Bureau Marketing Coordinator
10	44,590	52,393	60,197	E	3502 Assistant Village Forester
				N	4003 Code Enforcement Officer II
				E	2302 Counselor
				N	2108 GPS Technician MAR00
				E	3508 Landscape Specialist
				E	3101 Supervisor, Transportation Services
				E	2615 Supv, Police Records/Information
				N	2103 Systems Technician
11	47,275	55,548	63,821	E	1703 Employee Benefits Coordinator
				E	2104 Information Services Trainer
				E	1503 Planner
				E	2407 Public Education/Information Officer
				E	3205 Special Projects Coordinator - PW
				E	2612 Supervisor, Community Service Officer
				E	2106 Webmaster
12	49,961	58,704	67,447	E	2902 Asst Manager, Building Services
				E	3601 Cable Television Coordinator
				E	2201 GIS Specialist
				E	2110 Public Safety System Adm. NOV00
				E	3303 Staff Engineer
				E	1001 Village Clerk
13	52,646	61,859	71,072	E	2901 Building Services Superintendent
				E	2109 Database Programmer APRIL00
				E	2607 Manager, Traffic/Parking
				E	3503 Manager, Public Works/Drainage
				E	3504 Manager, Public Works/Pavement
				E	3505 Manager, Public Works/Traffic
				E	3511 Manager, Public Works/Water Supply
					2621 Public Education Manager

**VILLAGE OF DOWNERS GROVE  
JOB CLASSIFICATION LIST - GRADE ORDER**

GRADE	ANNUAL SALARY RANGE			FLSA	JOB CODE AND TITLE
	Minimum	Mid-Point	Maximum		
13	52,646	61,859	71,072	E	1106 Public Information Officer MayOO
				E	2102 Systems Administrator
				E	3501 Village Forester
14	55,332	65,015	74,698	E	1303 Asst Director, Economic Development
				E	1105 Asst. to Village Manager (JAN02)
				E	1506 Chief Building Inspector AUG00
				E	1403 Director, Community Events Nov'01
				E	1302 Director, Visitors Bureau
				E	2001 Manager, Accounting
				E	3001 Manager, Fleet Maintenance
				E	2617 Manager, Police Records/Information
				E	2704 Manager, Village Operations Center
15	58,017	68,170	78,323		2111 I.S. Assistant Director
				E	3302 Senior Staff Engineer
				N	2606 Sergeant
				E	2619 Sergeant - Administration & Training
				E	1802 Staff Attorney
16	60,703	71,326	81,949	E	1902 Asst Director, Financial Services
				E	1702 Asst Director, HR/Risk Manager
				E	2301 Director, Social & Health Services
				E	2501 Division Chief - Fire Prevention
				E	3301 Village Engineer-Development
17	63,388	74,481	85,574	E	1804 Assistant Village Attorney
				E	2403 Battalion Chief
				E	3306 Development Engineering MgrII (FEB02)
				E	3701 Director, Management Services
				E	2404 Division Chief, Training
				E	2604 Lieutenant
E	2605 Lieutenant - Investigations				

**VILLAGE OF DOWNERS GROVE  
JOB CLASSIFICATION LIST - GRADE ORDER**

<u>GRADE</u>	<u>ANNUAL SALARY RANGE</u>			<u>FLSA</u>	<u>JOB CODE AND TITLE</u>
	<u>Minimum</u>	<u>Mid-Point</u>	<u>Maximum</u>		
<b>19</b>	68,759	80,792	92,825		
				E	3202 Asst Director,Public Wrks/Engineer
				E	3201 Asst Director,Public Wrks/Operations
				E	2603 Deputy Chief of Police
				E	2406 Deputy Fire Chief - Administration
				E	2402 Deputy Fire Chief - Operations
				E	4001 Director,Code Services
				E	3801 Director,Redevelopment
<b>20</b>	71,444	83,947	96,449		
				E	1501 Director, Planning Services
				E	1301 Director,Economic Development
				E	1701 Director,Human Resoures
				E	2101 Director,Information Services
<b>22</b>	76,815	90,258	103,700		
				E	2601 Chief of Police
				E	1901 Director,Financial Services
				E	3203 Director,Public Works
				E	2401 Fire Chief
				E	1801 Village Attorney
<b>23</b>	79,501	93,414	107,326		
				E	1201 Deputy Village Manager
<b>24</b>	82,186	96,569	110,951		
					1299 OPEN

**DOWNERS GROVE**  
**MIDPOINT COMPARISONS**

**MIDPOINTS**

<b>Pay Grade</b>	<b>Current</b>	<b>All Data Points</b>	<b>All Data Points Grouped</b>	<b>2001 Data Points</b>	<b>All Data Points Splits</b>
2	\$26,778	\$26,018	\$27,149	\$27,540	\$29,473
6	38,361	39,053	39,771	40,656	40,130
10	49,943	52,088	52,393	53,772	50,787
14	61,525	65,123	65,015	66,888	61,443
16	67,316	71,641	71,326	73,446	66,772
17	70,212	74,899	74,481	76,724	77,174
20	78,898	84,676	83,947	86,561	86,628
22	84,689	91,193	90,258	93,119	92,931
23	87,585	94,452	93,414	96,398	96,082

No. Data Points:	41	20	23	28/13
$r^2$	.961	.977	.987	.909/.821
Estimate of Error	4089	3134	2508	3503/3047

f:midpoints

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION AMENDING THE DOWNERS GROVE COMPENSATION PLAN  
TO ADOPT A REVISED PLAN DATED MAY 21, 2002**

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

WHEREAS, Pursuant to the 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; 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 April 28, 2002, and effective pay period beginning April 28, 2002, the Compensation Plan is hereby amended by deleting the existing Compensation Plan, and, in its place, substituting the revised Compensation Plan, run date May 21, 2002, 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.

\_\_\_\_\_  
Mayor

Passed:

Attest: \_\_\_\_\_  
Village Clerk