

ORDINANCE NO. O-2020-27

AN ORDINANCE AMENDING THE PAY SCHEDULES FOR
OFFICERS, ASSISTANTS AND EMPLOYEES OF THE
CITY OF WHEATON, ILLINOIS

Whereas, the Corporate Authorities of the City of Wheaton deem it appropriate to amend the Pay Schedules for certain City employees; and

Whereas, in effort to maintain flexibility in the setting of pay schedules during the COVID-19 crisis, the Corporate Authorities reevaluated Ordinance number O-2020-18, amending the pay schedules for officers, assistants and employees of the City of Wheaton, based upon an evolving analysis of the City's financial status; and

Whereas, the city manager provided an update on the City's financial status and reported to the City Council on July 6, 2020.

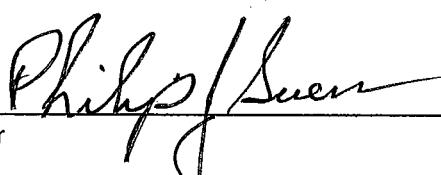
NOW THEREFORE BE IT ORDAINED by the Mayor and City Council of the City of Wheaton, Illinois, by its home rule authority as follows:

Section 1: That the Pay Schedules, Exhibits A, B, C, D, E, and F for employees of the City, not in collective bargaining units, which are attached hereto and incorporated herein as if fully set forth as Attachment 1 shall be the City's Pay Schedules for May 1, 2020 to April 30, 2021.

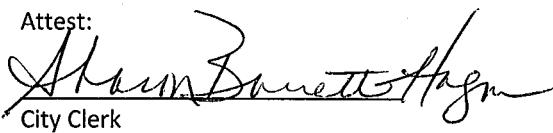
Section 2: Chapter 3 Subsection C (1) of the City Employee Manual, as adopted by Ordinance No O-2019-54 is suspended for May 1, 2020 to April 30, 2021 so that employees in the general occupation category shall not be eligible for a merit step increase when employee "Meets Standards" according to the evaluation given on the evaluation date. Subsections C (3 and 4) of the City Employee Manual as they relate to salary increases, are suspended from May 1, 2020 to April 30, 2021.

Section 3: All ordinances or parts of ordinances in conflict herewith be and are hereby repealed.

Section 4: This Ordinance shall be in full force commencing retroactively as of May 1, 2020 as provided by law.


Philip J. Suess
Mayor

Attest:


Sean Bennett-Hagan
City Clerk

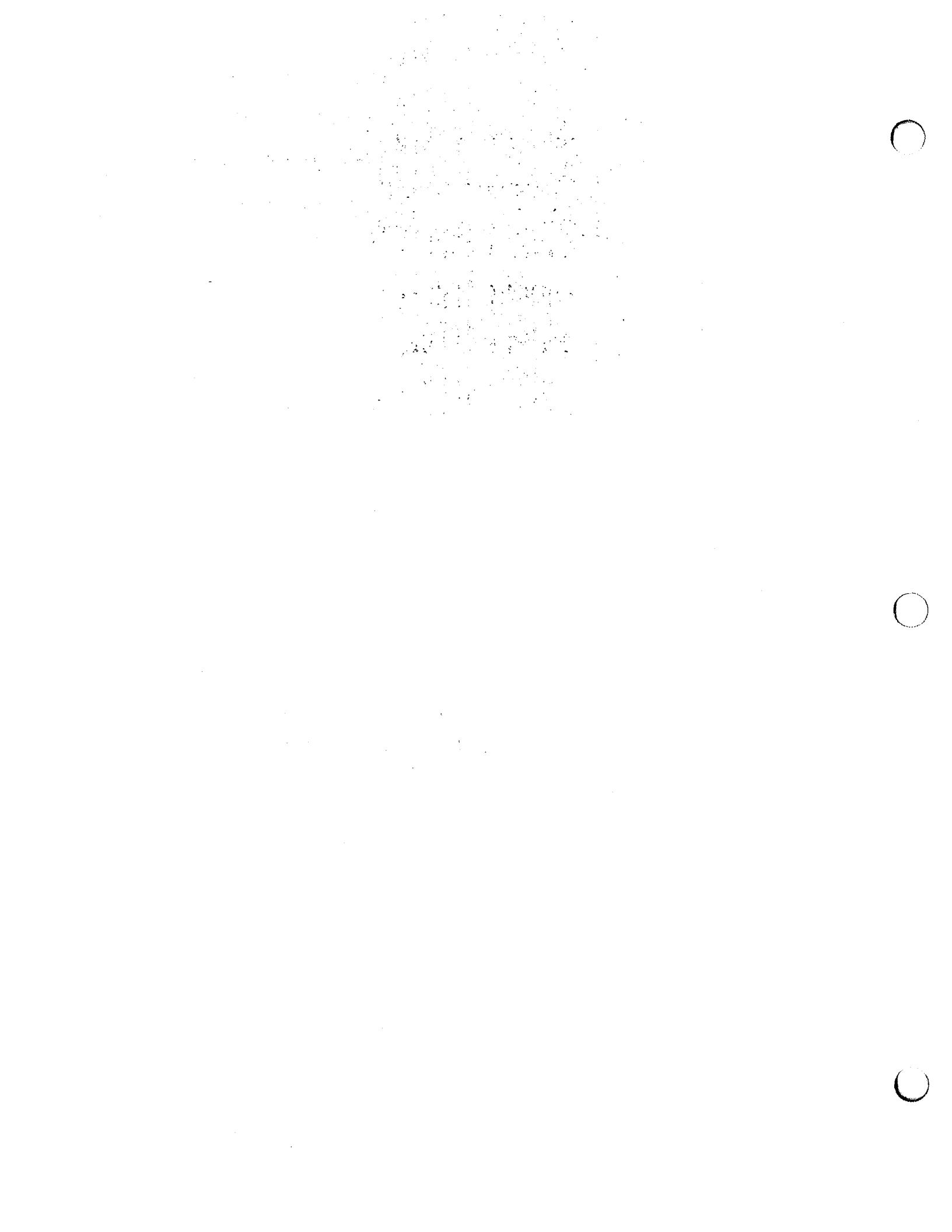
Roll Call Vote:

Ayes:	Councilwoman Robbins Councilman Rutledge Councilman Zaruba Councilman Barbier Councilwoman Bray-Parker Councilwoman Fitch Mayor Suess
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Nays:	None
Absent:	None

Motion Carried Unanimously

Passed: July 20, 2020
Published: July 21, 2020



ATTACHMENT 1

Exhibit A

City of Wheaton Department Head (D) Occupation Scale

Grade	Position Titles	Salary Scale		
		Min	Mid	Max
DA	Public Information Officer	83,524	100,229	116,934
DB		N/A	89,369	107,246
DC	Director of Building & Code Enfor. Director of Planning & Econ.Dev.	95,625	114,752	133,878
DD	Director of Engineering Director of Human Resources Director of Information Technology	102,319	122,785	143,249
DE		N/A	109,482	131,379
DF	Assistant City Manager Chief of Police Director of Finance Director of Public Works Fire Chief	117,147	140,574	164,006
DG		N/A	125,347	150,416
DH		N/A	134,121	160,945
DI		N/A	143,511	172,213
DJ	City Manager	153,555	184,266	214,977
DK		N/A	164,304	197,165
DL		N/A	175,805	210,968
	All positions FLSA exempt.			

City of Wheaton
Managerial/Professional (M) Occupation Scale

Grade	Position Titles	Salary Scale		
		Min	Mid	Max
MA	Facilities Manager	81,395	95,639	109,882
MB	Senior Systems Analyst Fleet Maintenance Superintendent Forestry Superintendent (2) Senior Project Engineer EMS Manager	87,093	102,334	117,574
MC	Assistant Director of Finance Assistant Director of IT Admin Superintendent Sewer Superintendent Street Superintendent Water Superintendent	93,188	109,498	125,804
MD	N/A	99,711	117,161	134,611
ME	(4) Assistant Fire Chief	106,692	125,363	144,034
MF	(2) Deputy Police Chief	114,160	134,138	154,118
MG	N/A	122,151	143,528	164,905

All positions exempt except Assistant Fire Chief which is Non-Exempt.

City of Wheaton
General (G) Occupation Scale

Grade	FLSA Status	Grade	FLSA Status
Grade GL			
Electrical Services Manager	Exempt	Payroll/Accts Payable Coordinator	Non-Exempt
Finance Analyst	Exempt	Senior Administrative Secretary	Non-Exempt
Project Engineer (2)	Exempt		
Stormwater Engineer	Exempt	Grade GF	
Systems Analyst	Exempt	Administrative Secretary (2)	Non-Exempt
Police Services Supervisor	Non-Exempt	Accounts Coordinator - A/R	Non-Exempt
Procurement Officer	Exempt	Accounts Coordinator - Utility Billing	Non-Exempt
Systems & Data Analyst	Exempt	Accounts Coordinator - A/P	Non-Exempt
		Dispatcher/Assistant	Non-Exempt
Grade GK		Permit Processor (2)	Non-Exempt
Building Inspector	Non-Exempt	Systems Specialist - Public Safety	Exempt
City Clerk/Executive Assistant	Exempt	Systems Specialist - GIS	Exempt
Code Compliance Officer	Exempt	Maintenance Technician	Non-Exempt
Plan Examiner (2)	Non-Exempt		
Grade GJ			
HR Generalist	Exempt	Community Service Officer (3)	Non-Exempt
Property Control Officer	Non-Exempt	Customer Service Representative	Non-Exempt
		Police Services Representative (5)	Non-Exempt
Grade GI			
Staff Accountant	Exempt	Grade GD	
Staff Planner	Exempt	Parking Enforcement Officer (2)	Non-Exempt
Grade GH			
Municipal Producer	Exempt	Grade GC	
Public Relations Coordinator	Exempt	(No Current Incumbents)	
Web/Multimedia Specialist	Exempt		
		Grade GB	
		Account Clerk	Non-Exempt
Grade GA			
		(No Current Incumbents)	
Exempt Position: Not eligible for overtime pay.			
Non-Exempt Position: Eligible for overtime pay.			

City of Wheaton
General (G) Occupation Scale

Grade		Step						
		1	2	3	4	5	6	7
GA	<i>Annual</i>	37,503	38,897	40,339	41,838	43,454	45,135	46,877
	<i>Hrly</i>	18.03	18.70	19.39	20.11	20.89	21.70	22.54
GB	<i>Annual</i>	40,127	41,618	43,163	44,767	46,496	48,293	50,160
	<i>Hrly</i>	19.29	20.01	20.75	21.52	22.35	23.22	24.12
GC	<i>Annual</i>	42,936	44,531	46,185	47,900	49,751	51,674	53,672
	<i>Hrly</i>	20.64	21.41	22.20	23.03	23.92	24.84	25.80
GD	<i>Annual</i>	45,943	47,648	49,417	51,252	53,233	55,292	57,427
	<i>Hrly</i>	22.09	22.91	23.76	24.64	25.59	26.58	27.61
GE	<i>Annual</i>	49,159	50,985	52,877	54,840	56,959	59,161	61,447
	<i>Hrly</i>	23.63	24.51	25.42	26.37	27.38	28.44	29.54
GF	<i>Annual</i>	52,599	54,553	56,578	58,679	60,948	63,303	65,749
	<i>Hrly</i>	25.29	26.23	27.20	28.21	29.30	30.43	31.61

Grade		Step							
		1	2	3	4	5	6	7	
GG	<i>Annual</i>	55,078	57,181	59,364	61,631	63,985	66,428	68,965	71,599
	<i>Hrly</i>	26.48	27.49	28.54	29.63	30.76	31.94	33.16	34.42
GH	<i>Annual</i>	58,934	61,182	63,521	65,946	68,463	71,079	73,794	76,612
	<i>Hrly</i>	28.33	29.41	30.54	31.70	32.91	34.17	35.48	36.83
GI	<i>Annual</i>	63,057	65,466	67,967	70,562	73,257	76,054	78,959	81,975
	<i>Hrly</i>	30.32	31.47	32.68	33.92	35.22	36.56	37.96	39.41
GJ	<i>Annual</i>	67,472	70,049	72,724	75,501	78,384	81,378	84,485	87,712
	<i>Hrly</i>	32.44	33.68	34.96	36.30	37.68	39.12	40.62	42.17

Grade		Step								
		1	2	3	4	5	6	7	8	9
GK	<i>Annual</i>	70,832	73,540	76,351	79,270	82,301	85,447	88,712	92,105	95,625
	<i>Hrly</i>	34.05	35.36	36.71	38.11	39.57	41.08	42.65	44.28	45.97
GL	<i>Annual</i>	75,789	78,687	81,695	84,819	88,062	91,428	94,924	98,550	102,319
	<i>Hrly</i>	36.44	37.83	39.28	40.78	42.34	43.96	45.64	47.38	49.19

**Department Head
&
Managerial/Professional Merit Pay**

Performance Evaluation Score	Percent Increase Pay
4.50 - 5.00	2%
4.00 - 4.49	1.75%
3.50 - 3.99	1.50%
3.00 - 3.49	1%
Below 3.0	No Increase

Exhibit F

City of Wheaton
Part-time/Seasonal Occupation Scale

Part-Time Cust. Services Rep.

Part-Time Special Projects

Part-Time ER Management Co.

Part-Time Systems Technician

Part-Time CSO

Part-Time Police Services Rep

Part-Time Property Maint Inspector

Part-Time Admin Assistant (Admin)

Part-Time Admin Assistant (PW)

Step 1	\$	18.02
Step 2	\$	18.92
Step 3	\$	19.87
Step 4	\$	20.86
Step 5	\$	21.91
Step 6	\$	23.00

Crossing Guard

Per Day	\$	33.64
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Part-Time Media Assistant

Step 1	\$	14.40
Step 2	\$	15.10
Step 3	\$	15.87
Step 4	\$	16.65
Step 5	\$	17.49
Step 6	\$	18.34

Seasonal Worker

Start	\$	10.20
Step 1	\$	11.22
Step 2	\$	12.24

Administrative Intern

Part-Time Admin. Assist.

Step 1	\$	13.13
Step 2	\$	13.77
Step 3	\$	14.47
Step 4	\$	15.20
Step 5	\$	15.96
Step 6	\$	16.74