

ORDINANCE NO. O-23-08
An Ordinance Amending the Pay Plan

WHEREAS, pursuant to Section 1-7-1 of the Prospect Heights City Code, as amended, the City Council shall from time to time adopt an ordinance which sets forth the title of each employee position in the City, the number of authorized positions in each title and the salary range for every employment position in the City and such other information about each title or position as it deems necessary;

WHEREAS, the Mayor and City Council find it necessary and convenient to amend the pay plan as set forth on Exhibit A to this ordinance;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS as follows:

SECTION ONE: The Authorized Positions and Pay Plan (“Pay Plan”), attached as Exhibit A to this ordinance, is hereby approved and incorporated into this ordinance in full.

SECTION TWO: The City Administrator is authorized and directed to implement the Pay Plan.

SECTION THREE: This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED and APPROVED this 24th day of April, 2023.

ATTEST:


City Clerk (Deputy)





Matthew Dolick, Acting Mayor

AYES: _____ Dolick, Ludvigsen, Morgan-Adams, Dash, Cameron

NAYS: _____ None

ABSENT: _____ None

Published in pamphlet form April 24, 2023

EXHIBIT A

Authorized Positions and Pay Plan

Department	Title	Authorized Positions	Salary Range		
			Low	Mid	High
Building & Development	Building & Development Director	1	\$ 96,499 \$ 98,670	\$ 119,236 \$ 121,919	\$ 141,975 \$ 145,169
Building & Development	Code Enforcement Officer	1	\$ 47,140 \$ 48,200	\$ 64,887 \$ 66,347	\$ 82,634 \$ 84,493
Building & Development	Assistant Building Director	0	Vacant and Not Funded		
Building & Development	Health Inspector	0	Services provided by contractor.		
Building & Development	Plumbing Inspector	0	Services provided by contractor.		
Building & Development	Electrical Inspector	0	Services provided by contractor.		
Building & Development	Building Inspector/ Plan Examiner	1	\$ 59,266 \$ 60,600	\$ 73,024 \$ 74,667	\$ 80,962 \$ 82,784
Building & Development	Admin Assistant / Permit Coordinator	1	\$ 44,259 \$ 46,499	\$ 57,753 \$ 60,676	\$ 71,786 \$ 75,420
Building & Development	Scanning Intern	1	\$ 11.11 \$ 11.67	\$ 13.83 \$ 14.53	\$ 16.56 \$ 17.40
Administration	City Administrator	1	Set by Action of City Council		
Administration	Assistant City Administrator	1	\$ 76,997 \$ 78,729	\$ 89,919 \$ 91,942	\$ 102,303 \$ 104,605
Administration	Assistant to the City Administrator	0	Vacant and Not Funded		
Administration	Deputy Clerk	1	\$ 22.83 \$ 23.34	\$ 29.40 \$ 30.06	\$ 36.08 \$ 36.89
Administration	Administrative Assistant	1	\$ 45,476 \$ 46,499	\$ 59,341 \$ 60,676	\$ 73,760 \$ 75,420
Administration	Finance Director	1	Services provided by contractor		
Administration	Assistant Finance Director	1	Services provided by contractor		
Administration	Senior Financial Analyst	1	Services provided by contractor		

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			Low	Mid	High
Administration	Digital Communications Technician	1	\$ 20.57 \$ 42,785	\$ 27.25 \$ 56,669	\$ 33.92 \$ 70,553
Administration (NRC)	Intern	1	\$10.74 \$ 11.28	\$ 13.02 \$ 13.02	\$ 11.00 \$ 15.00
Administration	Intern	0	Vacant and Not Funded		
Public Safety	Police Chief	1	\$ 130,883 \$ 133,828	\$ 147,520 \$ 150,839	\$ 175,250 \$ 179,194
Public Safety	Deputy Chief	1	\$ 125,060 \$ 127,874	\$ 139,202 \$ 142,334	\$ 153,067 \$ 156,511
Public Safety	Sergeants	5	Compensation Under Collective Bargaining Agreement		
Public Safety	Patrolman (Officers)	16	Compensation Under Collective Bargaining Agreement		
Public Safety	Patrolman Part Time	5	Compensation Under Collective Bargaining Agreement		
Public Safety	Police Administrative Director	1	\$ 62,446 \$ 78,851	\$ 76,644 \$ 93,369	\$ 90,952 \$ 107,999
Public Safety	Records Supervisor	1 0	\$ 62,446 \$ 63,851	\$ 76,644 \$ 78,369	\$ 90,952 \$ 92,999
Public Safety	Desk Officers/Records Clerk	2	\$ 45,476 \$ 46,499	\$ 59,674 \$ 61,017	\$ 73,871 \$ 75,533
Public Safety	Police Liason	1 0	\$ 51,134 \$ 52,284	\$ 65,331 \$ 66,800	\$ 79,529 \$ 81,318
Public Safety	Part Time Desk Officers	4	\$ 17.02 \$ 17.40	\$ 20.03 \$ 20.48	\$ 22.83 \$ 23.34
Public Safety	Technical Assistant	1	\$ 28.32 \$ 28.96	\$ 31.12 \$ 31.82	\$ 33.60 \$ 34.36
Public Safety	Crossing Guards	4 PT	\$ 24.98 \$ 25.54	\$ 29.40 \$ 30.06	\$ 33.92 \$ 34.68

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			Low	Mid	High
Public Safety	Relief Guards	3 PT	\$ 24.98 \$ 25.54	\$ 29.40 \$ 30.06	\$ 33.92 \$ 34.68
Public Safety	Social Worker	1	Previously provided by contractor \$ 65,000 \$ 72,500 \$ 80,000		
Public Works	Public Works Director	1	\$ 96,499 \$ 98,670	\$ 119,236 \$ 121,919	\$ 141,975 \$ 145,169
Public Works	Public Works Superintendent	0	Vacant and Not Funded		
Public Works	Foreman	0	Vacant and Not funded		
Public Works	Crew Leader	1	Compensation Under Collective Bargaining Agreement		
Public Works	Maintenance Worker	3	Compensation Under Collective Bargaining Agreement		
Public Works	Mechanic	1	Compensation Under Collective Bargaining Agreement		
Public Works	Water Operator	1	Compensation Under Collective Bargaining Agreement		
Public Works	Seasonal Staff	2	\$ 11.42 \$ 11.67	\$ 14.21 \$ 14.53	\$ 17.02 \$ 17.40