



Village of Orland Hills

--- MEMORANDUM ---

**To: President Hastings
Village Board, Clerk, Treasurer**

Date: April 20, 2016

From: Brian O'Neill

CC : Conrad Kiebles, Tom Scully, Mike Blaha, Glenn Bilina,
Craig Schmidt, Marj O'Hern

Subject: Fiscal Year 2016-2017 Pay Plan / Salary Schedule

On August 26, 2011, Senate Bill 1831 (Public Act 97-0609) was signed into law. The Act requires all Illinois Municipal Retirement Fund (IMRF) employers to post information for each employee having a total compensation package that exceeds \$75,000 per year. Attached is the pay plan and salary schedule for the new fiscal year for all full time employees whether they are expected to meet the reporting threshold of PA 97-0609 or not.

For the purposes of the Act, "Total compensation package" is defined as payment for salary, health insurance, vehicle allowance, clothing allowance, loans, bonuses, housing allowances, vacation days granted, and sick days granted. This definition of total compensation package includes only items that are paid directly to the employee and not expenses incurred by the employer.

Although the Village's portion of an employee's health insurance, dental insurance, life insurance, and pension contribution are not required to be included in the total compensation package, in the interests of transparency and estimating a more "true" total compensation cost, these amounts have been included on the schedule and will be posted on the village website.

(Please note that the amounts contained for Police Sergeant and Police Officers reflect current Labor Agreement rates for the Police Labor Group. These rates are subject to change due to the fact that labor negotiations are ongoing and will likely not be completed by April 27, 2016.)

Regarding part time employees, the Act does not require their compensation to be posted if their anticipated total compensation package is less than \$75,000. At this

time, the Village of Orland Hills does not anticipate any of our part time employees to reach the \$75,000 level. In regards to compensation, all part time employees are paid an hourly rate. Some part time employees will receive a pay raise based upon their past performance. This will be taken on a person to person basis with longevity and job performance being the main components -but not the only- to make those decisions.

Until the final budget is approved, please be ready to address reductions in force. This means that some personnel positions shown on the attached salary schedule sheets may have their hours reduced or their positions could be eliminated.

If you have any questions, please feel free to contact the Administration Department.

Thank you



