



Order of Business

Board Packet Page(s)

1. Call to Order – Mayor Smith
Roll Call
2. Public Participation
3. Presentation by Joelle Earl, GovHR US, USA
4. Motion to pass Ordinance No. 2518, AN ORDINANCE APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2017-2018 (Employee Pay Plan Included) 1-38
5. Motion to approve FY 2017-2018 annual employee benefits package 39-40
6. Motion to Adjourn

Statement Regarding the Americans with Disabilities Act (ADA)

The Village of Rantoul wishes to ensure that its programs, services, and activities are accessible to individuals with disabilities. All Village Board meetings are wheelchair accessible. Persons with hearing difficulties may obtain auxiliary hearing aids available at each meeting upon request. Persons requiring additional assistance regarding accessibility issues should contact the Village Administrator's office at (217) 893-1661, x. 202. TTY users should call the Illinois Relay Center at 1-800-526-0844.

ORDINANCE NO. 2518

**AN ORDINANCE
APPROVING THE ANNUAL BUDGET FOR FISCAL YEAR 2017-2018**

WHEREAS, the Village of Rantoul, Champaign County, Illinois (the “**Village**”), is a home rule unit pursuant to the provisions of Section 6, Article VII of the 1970 Constitution of the State of Illinois, and may exercise any power and perform any function pertaining to its government and affairs, including, but not limited to, the power to regulate for the protection of the public health, safety, morals and welfare; to license; to tax; and to incur debt; and

WHEREAS, the provisions of Section 8-2-9.1 through Section 8-2-9.10 of the Illinois Municipal Code (65 ILCS 5/8-2-9.1 through 5/8-2-9.10), as supplemented by the power and authority of the Village as a home rule unit, are effective in and for the Village, the same having been adopted on September 9, 1997 by the President and Board of Trustees (the “**Corporate Authorities**”) of the Village pursuant to Ordinance No. 1547, as supplemented and amended, including pursuant to Ordinance No. 1723 adopted on March 14, 2000 (now codified as Article II, entitled “Annual Budget”, of Chapter 14, entitled “Finance”, of the Code of Ordinance, Village of Rantoul, Illinois, the “**Annual Budget Provisions**”); and

WHEREAS, an annual budget for the fiscal year of the Village beginning May 1, 2017 and ending April 30, 2018, including the Pay Plan as provided for in Section 24-28, entitled “Compensation”, of the Code of Ordinances, Village of Rantoul, Illinois, as supplemented and amended, has been compiled in tentative form by the Budget Officer in accordance with the provisions of Section 14-30 of the Annual Budget Provisions (collectively, the “**Proposed Annual Budget**”); and

WHEREAS, such Proposed Annual Budget as compiled in tentative form was made conveniently available for public inspection by the Corporate Authorities of the Village at least ten (10) days prior to a public hearing on such Proposed Annual Budget; and

WHEREAS, a public hearing was duly held at 5:45 p.m. on Tuesday, March 14, 2017, after due and proper notice of the availability for inspection of such Proposed Annual Budget and of such public hearing having been given by publication in the *Rantoul Press*, a newspaper having a general circulation within the Village, on March 1, 2017, a date at least ten (10) days prior to the date of such public hearing; and

WHEREAS, the Corporate Authorities of the Village hereby desire to pass, approve and adopt the Proposed Annual Budget as compiled in tentative form by the Budget Officer, including as such Proposed Annual Budget in tentative form has subsequently been changed, modified and revised by the Budget Officer and the Corporate Authorities prior to the adoption of this Ordinance (the “**Annual Budget**”); and

WHEREAS, a true, complete and correct copy of such Annual Budget as so changed, modified and revised by the Budget Officer and the Corporate Authorities of the Village prior to the adoption of this Ordinance has been presented to and is now before the meeting of the Corporate Authorities at which this Ordinance is adopted.

NOW THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF RANTOUL, CHAMPAIGN COUNTY, ILLINOIS, as follows:

Section 1. Passage, Approval and Adoption of Annual Budget. The Annual Budget be and the same is hereby passed, approved and adopted as the annual budget of and for the Village for the fiscal year beginning May 1, 2017 and ending April 30, 2018. The Annual Budget, as so passed, approved and adopted, shall be on file in the records of the Village Clerk with this Ordinance but any failure to do so shall not abrogate, diminish or impair its effect. In accordance with Section 8-2-9.4 of the Illinois Municipal Code (65 ILCS 5/8-2-9.4) and Section 14-29 of the Annual Budget Provisions, the passage, approval and adoption of the Annual Budget as provided in this Ordinance shall be in lieu of the passage of an appropriation ordinance as required by Section 8-2-9 of the Illinois Municipal Code (65 ILCS 5/8-2-9).

Section 2. Adjustment for Encumbrances. The Village Comptroller is hereby authorized to adjust the Annual Budget for the purposes of increasing any applicable expenditure by the amount of any encumbrance outstanding as of April 30, 2017.

Section 3. Severability. If any estimated revenues or authorized expenditures contained in the Annual Budget as passed, approved and adopted by this Ordinance is for any reason held invalid or unconstitutional for any reason whatsoever by a court of competent jurisdiction, the remainder of the Annual Budget, including as such Annual Budget may subsequently be supplemented and amended from time to time, shall not be affected thereby.

This Ordinance is hereby passed, the “ayes” and “nays” being called, by the concurrence of a majority of the members of the Corporate Authorities then holding office at a special meeting held on the date set forth below upon a roll call vote as follows:

“Ayes” _____

“Nays” _____

“Absent” _____

PASSED this 28th day of March, 2017.

Village Clerk

APPROVED this 28th day of March, 2017.

Village President

STATE OF ILLINOIS)
COUNTY OF CHAMPAIGN) SS.
VILLAGE OF RANTOUL)

CERTIFICATION OF ORDINANCE

I, the undersigned, do hereby certify that I am the duly qualified and acting Village Clerk of the Village of Rantoul, Champaign County, Illinois (the “**Village**”), and as such official I am the keeper of the records and files of the Village and of the President and Board of Trustees of the Village (the “**Corporate Authorities**”).

I do further certify that the attached constitutes a full, true and complete excerpt from the proceedings of the meeting of the Corporate Authorities held on the 28th day of March, 2017, insofar as same relates to the adoption of Ordinance No. 2518, entitled:

**AN ORDINANCE APPROVING THE ANNUAL BUDGET FOR
FISCAL YEAR 2017-2018,**

a true, correct and complete copy of which ordinance (the “**Ordinance**”) as adopted at such meeting appears in the transcript of the minutes of such meeting and is hereto attached. The Ordinance was adopted and approved by the vote and on the date therein set forth.

I do further certify that the deliberations of the Corporate Authorities on the adoption of the Ordinance were taken openly, that the vote on the adoption of the Ordinance was taken openly and was preceded by a public recital of the nature of the matter being considered and such information as would inform the public of the business being conducted, that such meeting was held at a specified time and place convenient to the public, that the agenda for the meeting was duly posted on the Village’s website and at the Village Hall at least 48 hours prior to the meeting, that notice of such meeting was duly given to all of the news media requesting such notice, that such meeting was called and held in strict compliance with the provisions of the open meeting laws of the State of Illinois, as amended, and that the Corporate Authorities have complied with all of the applicable provisions of such open meeting laws, the Illinois Municipal Code and their procedural rules in the adoption of the Ordinance.

IN WITNESS WHEREOF, I hereunto affix my official signature and the seal of the Village of Rantoul, Champaign County, Illinois, this 28th day of March, 2017.

(SEAL)

Village Clerk

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: FY 16/17 Budget/Pay Plan	DEPARTMENT: Administration/ED
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input checked="" type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 03/28/2017
<p>SUMMARY HIGHLIGHTS:</p> <p>I have included another copy of my budget memo for your review. This document highlights the power point presentation Scot and I presented at the March budget workshop. The changes to the budget from the workshop are listed below:</p> <ul style="list-style-type: none"> • Increased water fund budget (535) by \$10,000 to cover the potential costs of lead service line replacements. • Increased the overall corporate fund budget by \$8,562 to cover the additional salary costs to implement the proposed pay ranges in the salary study. As you will notice, the original surplus in the corporate fund was large enough to absorb the additional costs. • Increased the water and waste water budgets by \$20,773 to cover costs to implement the new salary ranges proposed in the salary study. The original surplus revenues in each fund was enough to absorb the increased costs. Additionally, there is a vacant position at the waste water plant that will remain open through November. • Increased central maintenance fund by \$8,243 to cover the costs associated with implementation of the new pay plan. There is a corresponding transfer from the electric fund to central maintenance to help cover these increased costs. • Increased the airport fund budget by \$1,089 to cover costs associated with the new salary study. There was a sufficient surplus to cover these costs. <p>The proposed budget increases for the entire budget is \$37,124 above what was presented at the workshop. This is attributed to salary and maintenance increases. All additional increases were able to be absorbed into the budget with existing surplus revenues. I have attached a spreadsheet for your review.</p> <p>Annually as part of the overall budget, the board also approves the annual pay plan, which is attached. Some key highlights are below:</p> <ul style="list-style-type: none"> • The wage adjustment is budgeted at 3% for titles not affected by the compensation study • I have attached the updated pay ranges and job classifications as recommended by Gov HRUSA • The pay plan includes updates to the fire department pay plan that were discussed in December 2016 	

Finally staff received the final copy of the compensation study from GovHR USA last week, however it is a large document and 99 pages long. If you would like a copy let me know and I will email you one.

RECOMMENDED ACTION: Approve the FY 17/18 balanced Village of Rantoul annual budget and pay plan

DEPARTMENT HEAD APPROVAL:

VILLAGE ADMINISTRATOR:
Jeffrey Fiegenschuh, Administrator



REPORT TO THE MAYOR AND TRUSTEES

Date: March 13, 2017

From: Jeffrey A. Fiegenschuh, MPA, ICMA-CM, Village Administrator

RE: FY 2017-18 Village Budget

It is my pleasure to submit to you the operating and capital improvement budget for the Village of Rantoul for the fiscal year beginning May 1, 2017. The numbers reflected in this document are part of the power point presentation on March 13th. There are expenditures totaling approximately \$41.5 million over the next year, of which, approximately \$600,000 is funding for current capital improvement projects. In preparing this budget document, our team worked to ensure it is informative and easy to understand. This executive summary along with an electronic version of the budget presentation are available on the village's website, www.myrantoul.com, and on the Village of Rantoul's Facebook page.

This year's budget has been carefully reviewed and we believe that it represents the Village of Rantoul's ongoing mission to provide a high level of quality services to the citizens, while still maintaining strict adherence to the cost effectiveness and efficiency of programs and services.

As in previous years, it is the intention of staff that this budget reflects the priorities of our elected officials. This consensus was demonstrated by Mayor Smith and the Village Board of Trustees last year with the continuation of the three strategic planning focus areas: Schools, Neighborhoods & Economic Growth. The key priorities that have guided the staff's efforts in developing the budget include the following:

- Revenues have been estimated at realistic and conservative levels
- Basic services are financed at appropriate levels
- Investment in infrastructure continues to be a priority and is being greatly assisted with increase utility rates and the new local motor fuel tax.
- Total full-time staffing has decreased over the previous fiscal year and further reductions and consolidations will occur when possible.

- New growth is pursued with the continuation of incentives to expand the local tax base, specifically the village micro loan program, the continuation of the Rantoul Enterprise Zones and TIF districts and reinvestment in the downtown corridor.
- Last year the mayor and trustees approved a utility tax that will be used in conjunction with the local property tax to work towards fully funding the police pension plan.
- A renewed emphasis on the total village appearance being demonstrated, including strict code enforcement, updates to the Rantoul Zoning Code and a strong rental inspection program. This coupled with renewed investments in our downtown area, the former Chanute Air Base and both the east and west corridors into Rantoul will continue to spur additional economic growth.
- The mayor and trustees approved entrance into the Eastern Will County Insurance Cooperative in an effort to control health care costs long-term.
- The mayor and trustees approved changing personal property and liability insurance carriers with a net savings to the village of over \$50,000 annually.
- The budget includes the implementation of a new employee pay and compensation plan recommended by a professional employment consulting firm.

The Village of Rantoul will need to address the fiscal pressures presented by the following issues:

- A relatively flat EAV (Equalized Assessed Value)
- Escalating police pension costs
- Relatively flat sales tax revenues
- The affordability of the village's higher consolidated property tax rate
- The continued State of Illinois budget issues
- Possible funding cuts in LGDF

The following sections outline several significant funds within the Village of Rantoul

The Corporate Fund

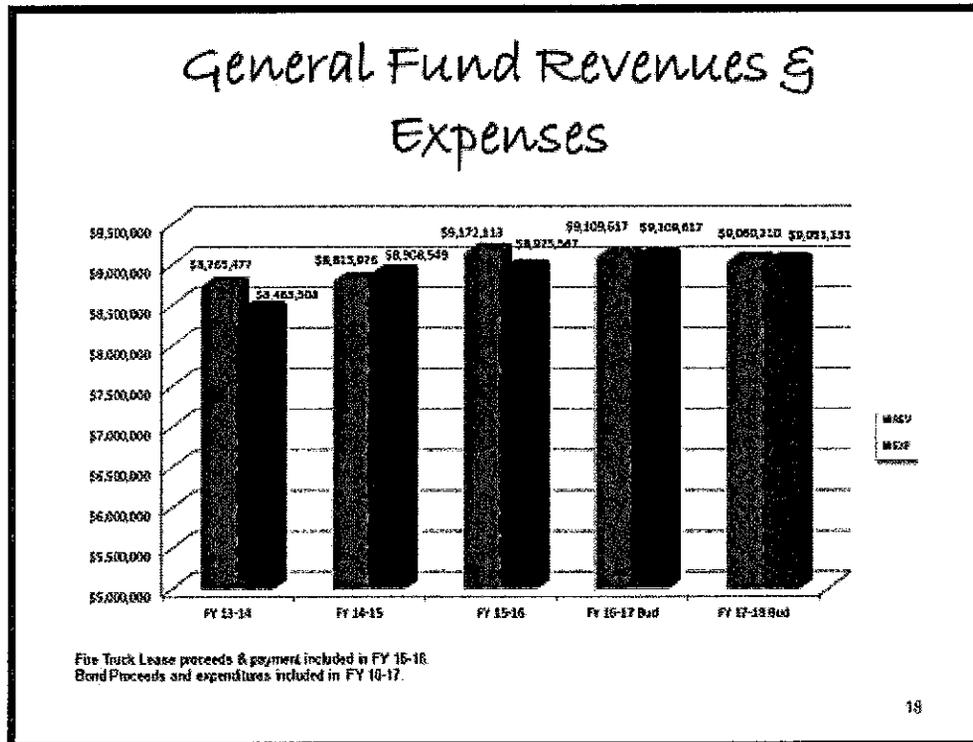
The Corporate or General Fund budget supports many of the day-to-day activities of the village. The departments housed within this fund include Police, Fire, Parks & Recreation, Administration & Finance, Planning, Zoning & Inspections.

The total Corporate Fund budget with just over \$9,050,000 in expenditures, reflects our commitment in providing core services to our community and as stated before was developed using the best available information and most current revenue projects. The budget for the new fiscal year, however includes an overall decrease in expenditures of -.06% from the previous fiscal year.

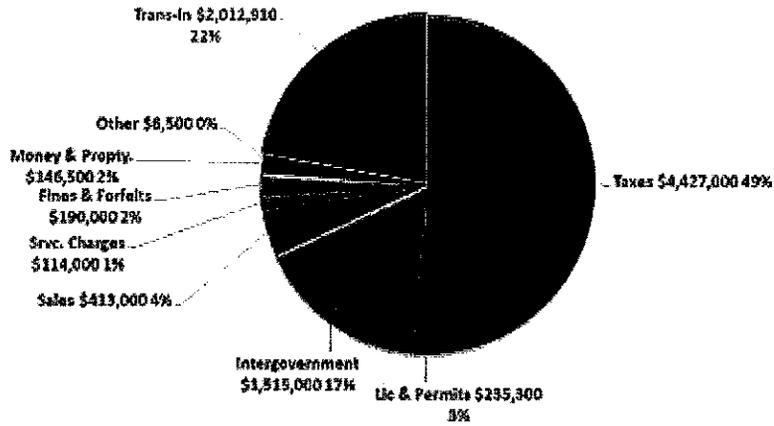
The major revenue sources of the Corporate Fund include property taxes, LGDG Income tax sharing, the state share and local home rule sales tax, telecom and utility taxes, Parks and Recreation sales and transfers and payment in lieu of taxes from other funds. The budgeted increase in the payment in lieu of taxes from the various utility funds amounts to approximately \$390,000. Even with these increases the village is still below the industry standards for in lieu of tax payments from utility funds.

The major expenses for the corporate fund include Public Safety, Parks and Recreation and Administration. Within each department the major expenses include personnel services (salaries

and wages for full-time and part-time staff), Benefits (group insurance, IMFR, FICA) and Property Services (building maintenance, utilities, fleet assessments). At the end of FY 15/16, the Corporate Fund balance was \$3,689,482. The cash reserve policy approved by the village board requires 25% of the corporate fund budget be available in cash. The village's total cash on hand continues to exceed the minimum cash policy required amounts by approximately \$1,000,000. Lastly, a majority of the outstanding long-term debt held by the village is obligated to the TIF and enterprise funds. The current long-term debt obligated to the Corporate Fund is less than \$300,000.

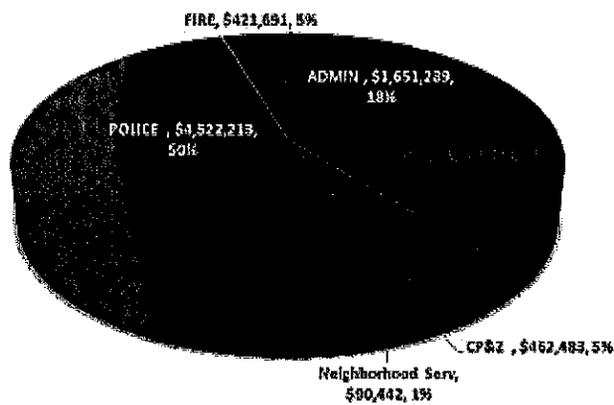


Corporate Revenues by Category



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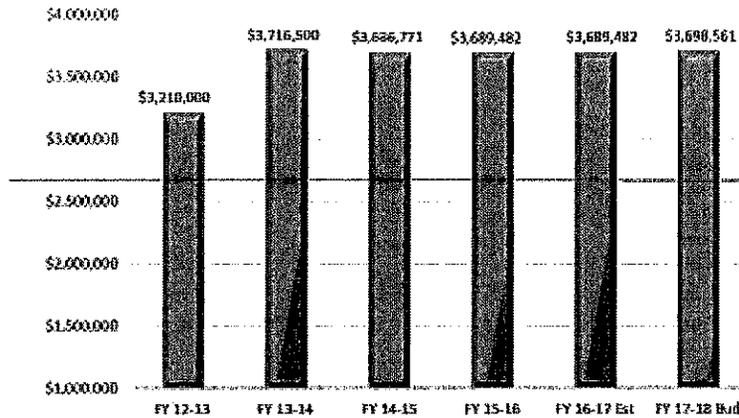
Expenses by Department



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General Fund Cash Balance

The cash balance remains within the guidelines of the Corporate Fund's Cash Balance Reserve policy (25% of annual budget- \$2,625,000)

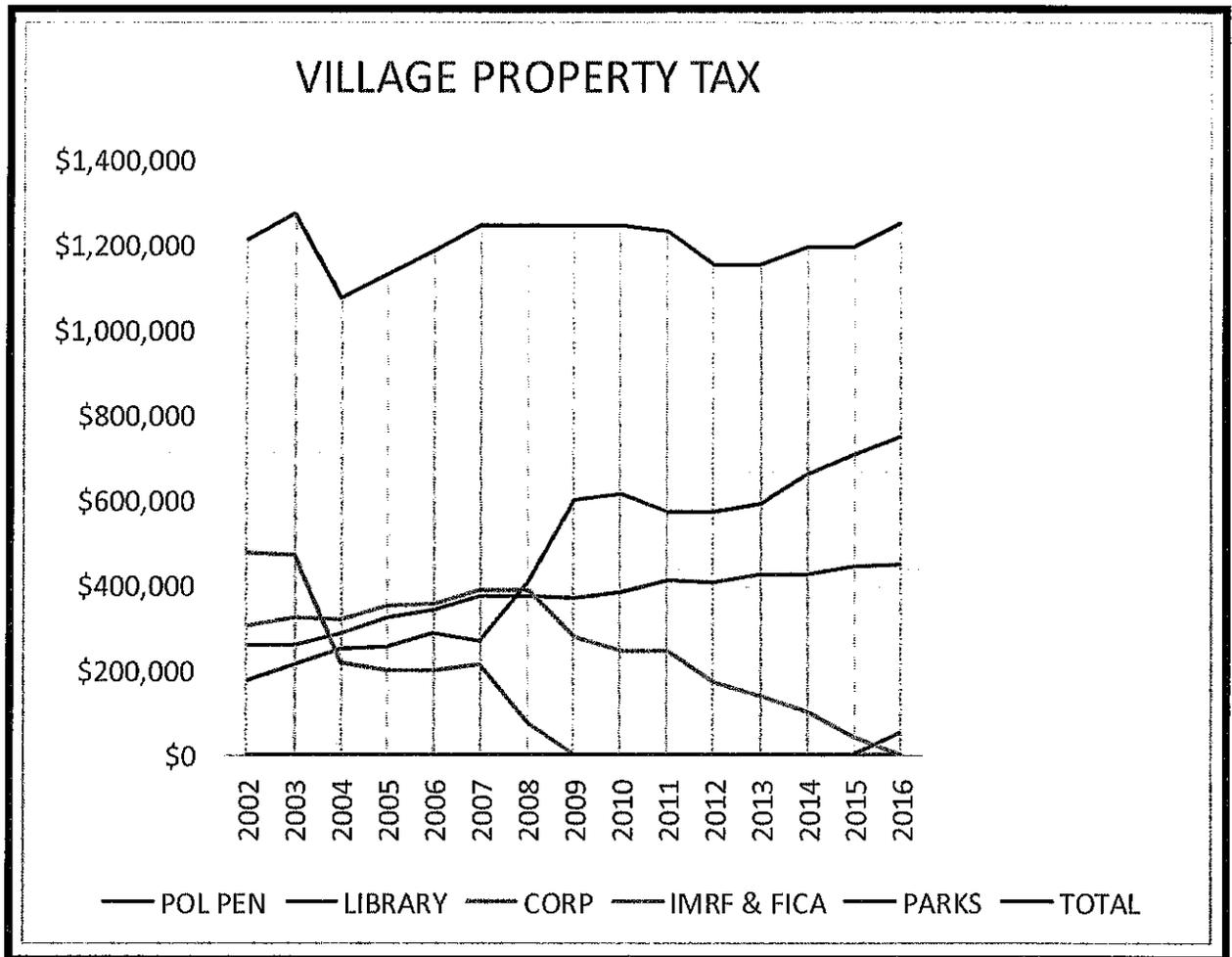


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Major Revenue Sources of the General Fund

City Property Rate

The final budget is based on a property tax request of \$1,255,000, which equates to a rate of \$1.5055 per \$100 of assessed valuation. This is an increase of \$55,000 over the previous fiscal year and is due to the uncertainty of last year's park district referendum. Prior to December, the village had not increased its property tax request since 2011. Prior to that it had not been increased since 2006. Below is a breakdown of what is funded with the village's property tax requests. As you can see 95% of the village property tax request goes towards funding police pension obligations and the local Rantoul Public Library.



For home owners in the Village of Rantoul, the village’s total property tax requests accounts for less than 13% of their overall consolidated county wide property tax bill. The following taxing bodies in Champaign County also levy a property tax: Champaign County, Rantoul Schools #137, Rantoul Township High School #193, Parkland College, Champaign County Forest Preserve, Rantoul Township, Rantoul Permanent Road, Multi-Township Assessor, Rantoul Park District and Rantoul-Ludlow Cemetery.

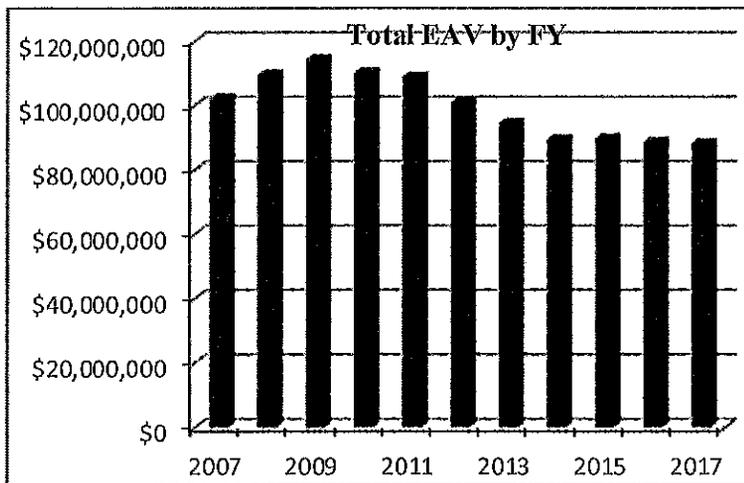
Property Tax Affordability Issues Update

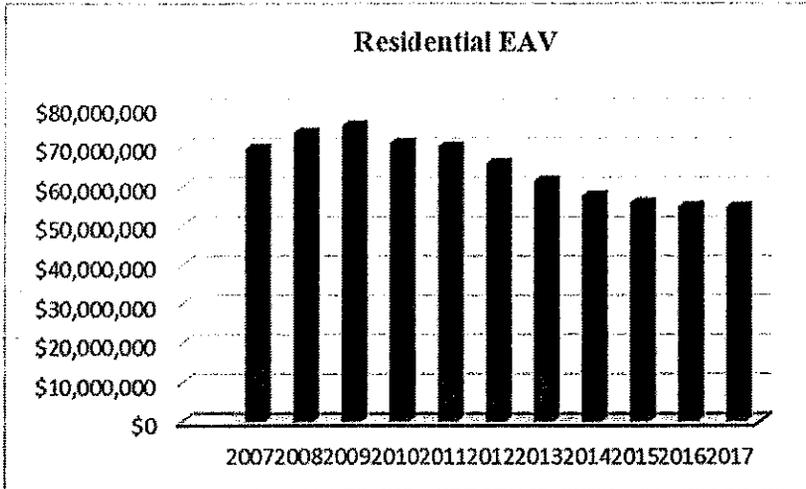
One of the challenges the Village of Rantoul continues to face is our estimated consolidated property tax rate of \$11.87 per \$100 assessed value payable in 2017. This consolidated rate is the highest cumulative rate in Champaign County and makes business recruitment more challenging. Most of the increases in the rate over the previous fiscal year can be attributed to relatively flat and declining property values, especially with residential property. Through the Rantoul Tomorrow initiative, the village is working cooperatively with both school districts to find solutions to its low EAV and reputation issues in an effort to increase property values and investment in the community thus allowing the multiple government agencies to lower their overall property tax rates to be more competitive. Below is an example of an estimated property tax bill for 2016 payable in 2017. Also included is a bar graph highlighting the village’s stagnant property values.

Champaign County Tax

A typical home

2016 EAV	\$33,334
2016 Taxable value after homestead	\$27,250
Champaign County Government	\$238.66
Village of Rantoul	\$395.04
Rantoul Schools #137	\$1,323
Rantoul High School # 193	\$809.92
Parkland College	\$150.26
Forest Preserve District	\$26.06
Rantoul Township	\$46.68
Rantoul Road and Bridge	\$70.06
Rantoul Permanent Road	\$61.76
Multi-Township Assessor	\$11.12
Rantoul Park District	\$68.56
Rantoul-Ludlow Cemetery	\$19.78
	\$3,221

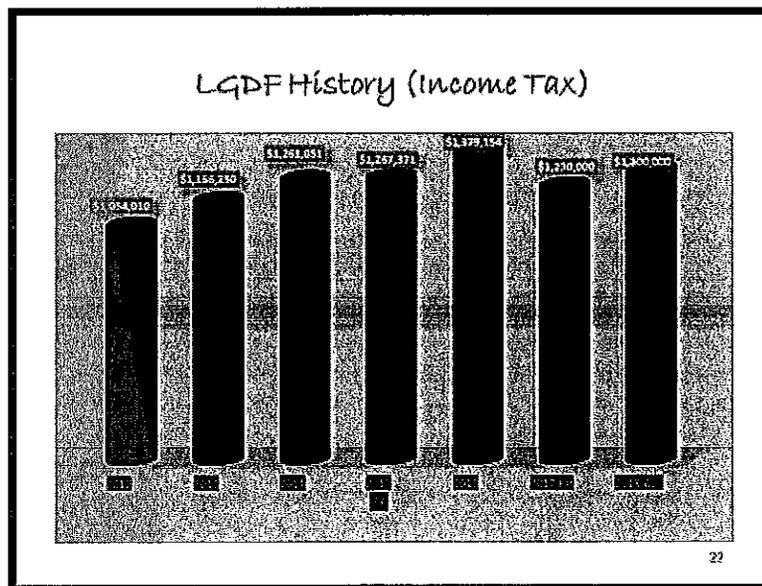




Local Government Distributive Fund

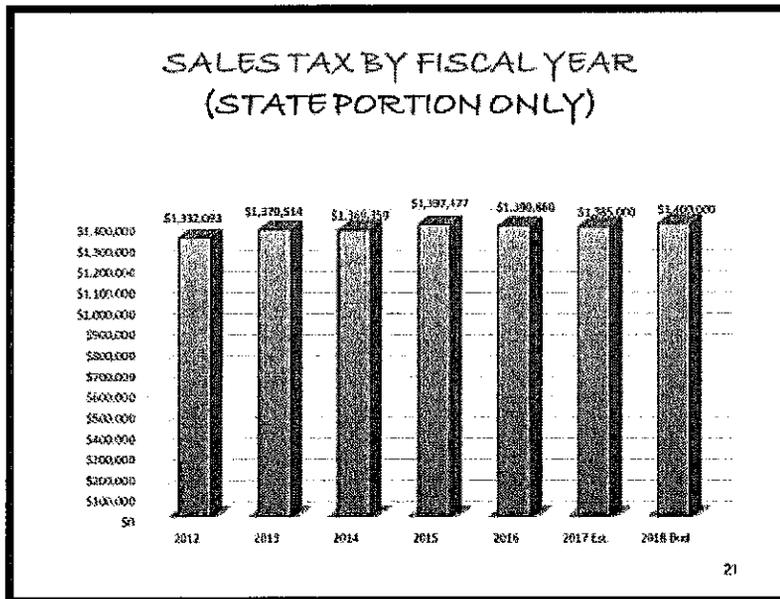
The national economy continues to show annual signs of improvement that staff feels will eventually have some positive effects on village revenues. LGDF (state shared income tax collections) is one of the major revenues the organization relies on for general fund expenditures and is typically a good indicator of the state and national economy. It has shown an increase in each of the last three years and has increased 25% since FY 2011. The total FY 16/17 collection of \$1,379,154 was well above the amount of \$1,054,010 collected in FY 11/12. Unfortunately, due to the continued state budget impasse and a weaker economy in our state, staff is projecting (based on Illinois Municipal League data) a decrease in income tax collections in the next fiscal year.

Going forward it is extremely important to remind our state legislators how important LGDF funds are to our local community. The funds are not state aid, but dollars collected by the state on behalf of cities.



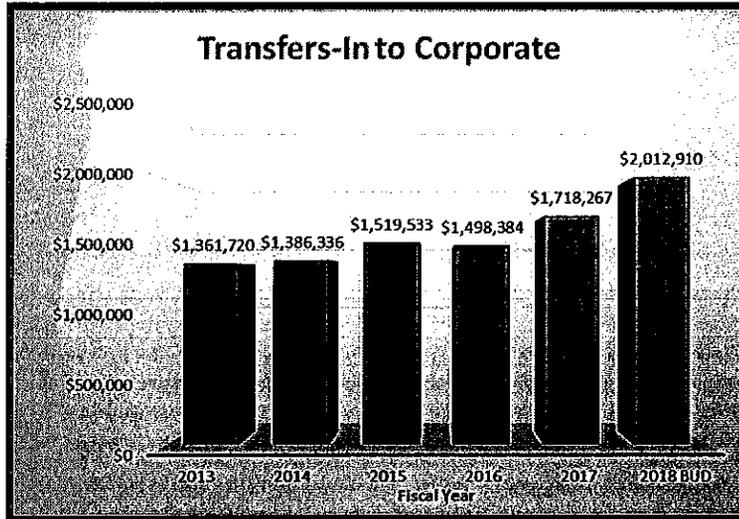
State Collected Sales Tax

Sales tax receipts continue to remain relatively flat year over year. In fact, our state shared sales taxes projections, which are the best indicator of actual sales, are projected to be 1% higher than actual collection in FY 16/17. Between FY 11/12 and 17/18 sales tax collections have increased by approximately \$70,000 total. Staff feels this increase does not even cover inflationary pressures, which typically push sales tax collections up 2%-3% year over year. Since video gaming was enacted and the village began receiving a share of video gaming revenues sales tax collections have not increased, but remained flat and stagnant. Although there is no data to show otherwise, staff feels a portion of the gaming revenues received would otherwise be spent on hard goods and subject to the sales tax. Another major issue for growth continues to be the state of Illinois lack of a budget and the ongoing concern that state lawmakers will divert a portion of these shared income tax and sales tax revenues to ease the state’s budget constraints.



Transfers In From Other Funds

Like many other communities across the country, the Village transfers in revenue from other funds as payments in lieu of taxes. Payments in lieu of taxes are tax payments that would be made to the village if the utilities were privately owned such as sales taxes and property taxes. These payments are predominant within communities that have their own utility enterprise funds. These transfers account for approximately 22% of overall corporate fund revenues.

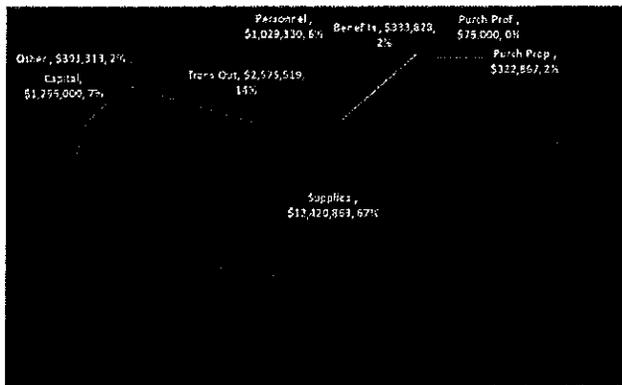


Enterprise Funds

The Village of Rantoul Enterprise Funds, also commonly known as proprietary funds, consist of the Electric, Water, Sanitary Sewer, Natural Gas (on the former Chanute Airbase), Airport, Garbage and Storm Water funds. Within the utility funds, the period FY 10 - FY 16 has shown consistent revenue increases. This is in part due to the recent rate increases approved by the village board, but also in the case of the electric, water, gas and sanitary sewer funds additional customers and sales.

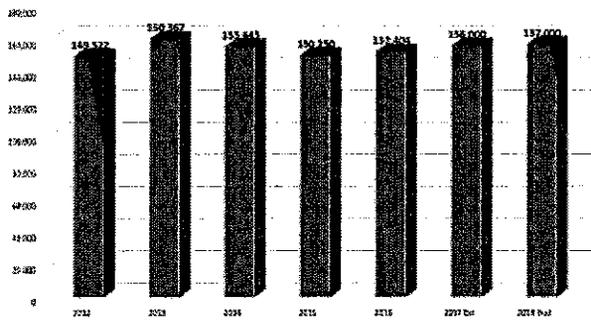
The single largest utility fund and overall village fund is the electric fund. This fund covers all the costs associated with the purchase and distribution to all properties within the corporate limits of the village. The overall budget for the electric department budget for FY 17/18 is approximately \$18,450,000. This constitutes a decrease of 4.2% over the previous fiscal year. These savings are being realized through a reduction in capital outlays. Approximately 67% of the electric department budget is the cost to purchase power. Overall, the department continues to see increases in sales and a healthy reserve fund balance.

Electric Expenses



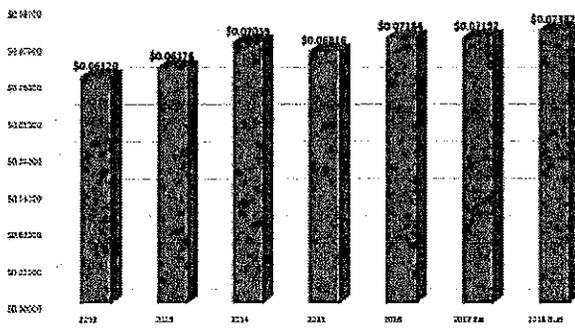
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kWh Sales (000's)



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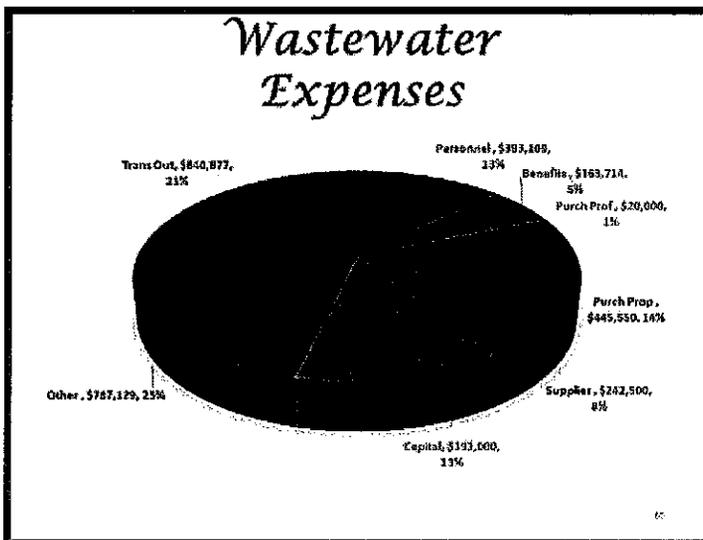
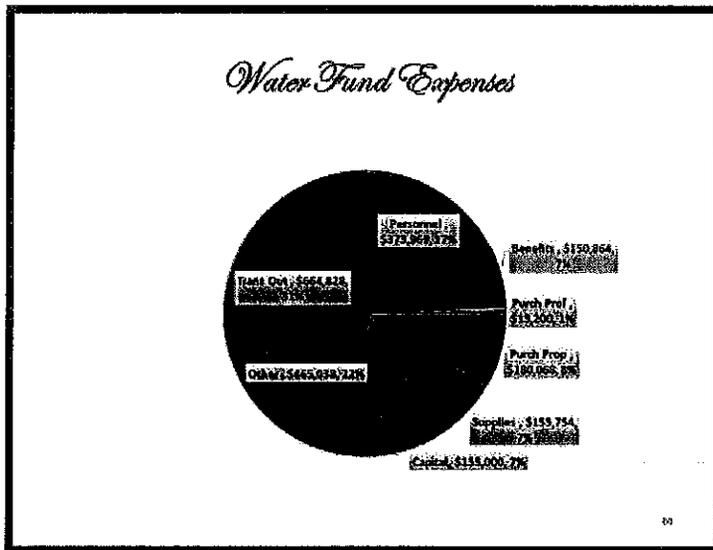
Cost per kWh



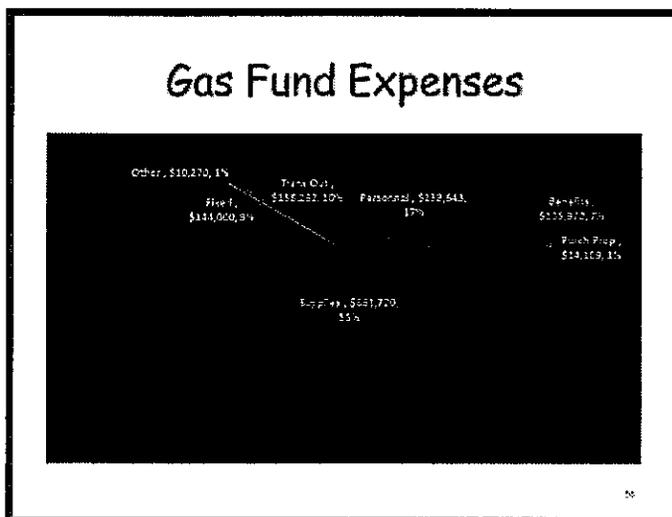
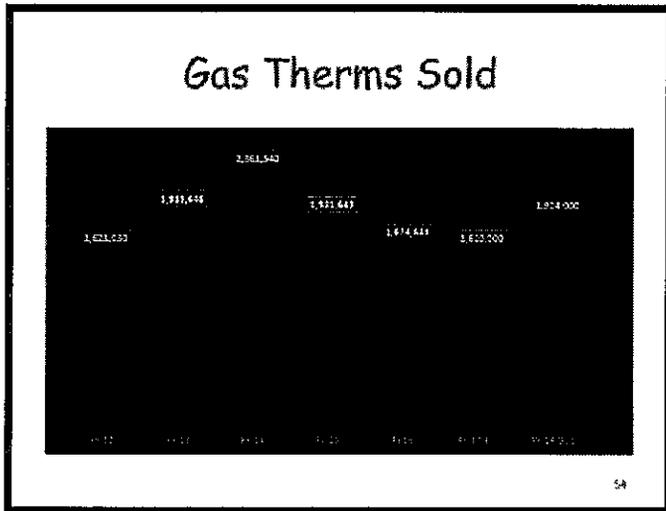
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The combined Water and the Wastewater funds' Sales revenues are up over the previous fiscal year. Some of the increases can be attributed to an increase in overall sales, coming primarily from the industrial customer class. However, most of the increased revenue is due to the multi-year rate adjustments for both funds approved by the board.

During the coming fiscal year there are several capital projects included in the budget for both departments. Those projects include cleaning and repainting the Campbell Street water tower, completion of the Indian Hills sanitary sewer relief line, upgrades to several sanitary sewer lift stations and sanitary sewer slip lining. Each of these projects is funded with established revenues, with the exception of the water tower project. This project is funded by the general obligation bonds issued in 2016. The bond proceeds are being repaid by already established water rate revenue.



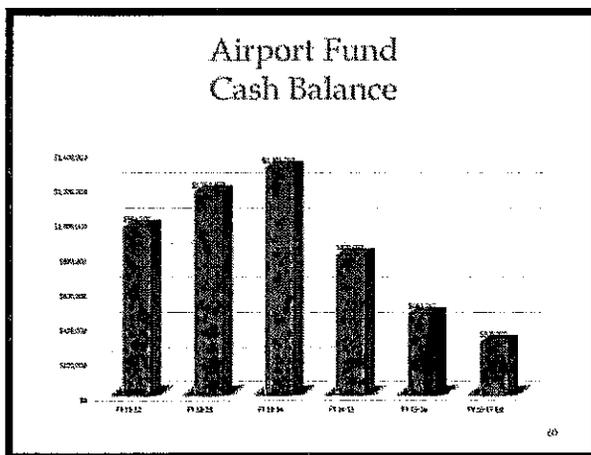
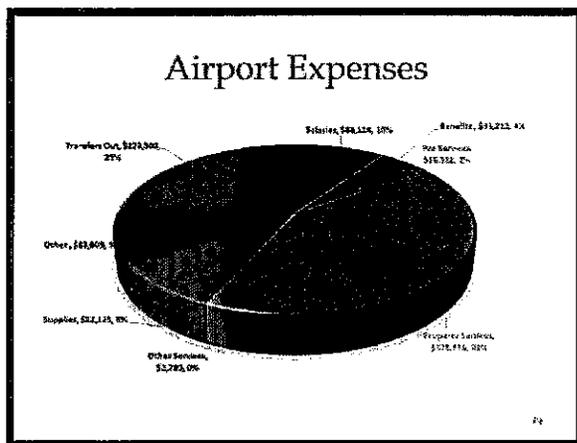
The Gas Fund serves only those customers who reside on the former Chanute Airbase. The fund continues to operate in the black, even though the past several years have seen a decrease in sales due to the warmer than anticipated weather. The amount of therms sold since FY 14 has decreased from a high of 2,361,540 to an estimated low in the current fiscal year of 1,620,000. The budget for the gas fund in FY 17/18 is \$779,000, with approximately \$120,000 of that coming in the form of new meter purchases that are part of the AMI/AMR meter project. Like the electric fund the largest expense for the gas fund is the purchase of the commodity for resale to our customers.



The Airport fund continues its struggles in the coming fiscal year due to a loss of leasing revenue at the AT & T facility. However, staff continues working to find cost savings and additional revenues including long-term lease opportunities and more special events to solidify the fund. The closure of Grissom Hall last year greatly assisted in the lowering of the fund's utility bill

payments. Building rentals continue to dominate as a major portion of the airport's revenue, accounting for approximately 90% of total Airport revenue. The Airport Fund's revenue from Money & Property (including building rentals) has decreased 11% over the previous fiscal year due to decreases on leasing revenue. This could be a larger number if Vista Sports terminates their current lease.

The top concerns for staff continue to be stringent FAA rules that make it difficult to dispose of property in a timely manner along with inadequate lease income and an over reliance on special events revenues. As mentioned earlier, AT & T will be reducing its leasing foot print in October. This will reduce their lease payments by approximately \$180,000 annually. The good news is through additional cost saving measures the airport budget is balanced. Our team has dedicated more staff time to looking for new tenants to fill that space and has a broker to market the sale and/or lease of numerous other airport properties.

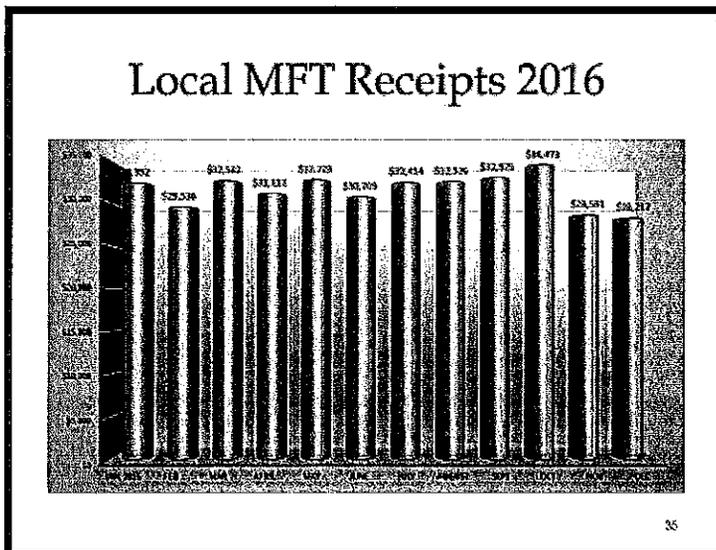
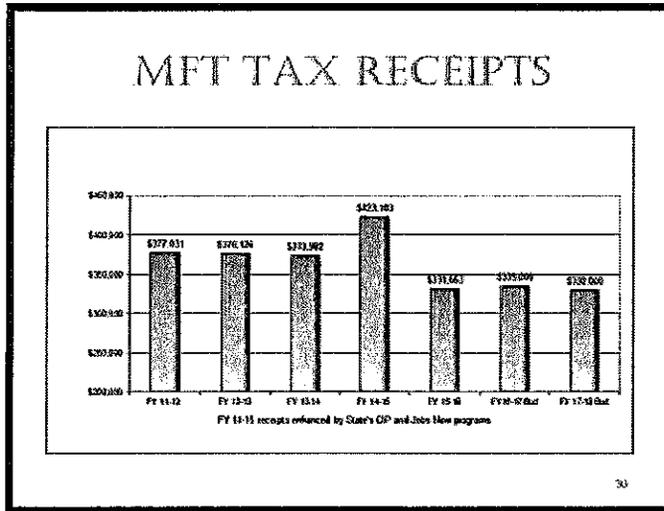


Other Minor Funds

Local & State Motor Fuel Tax Funds are used to fund infrastructure and transportation related projects. The main sources of revenue include state shared motor fuel taxes and the recently enacted \$.05 per gallon local motor fuel tax. The state motor fuel tax is levied and collected by the state and redistributed back to localities based on a per capita basis. Since 2011 these

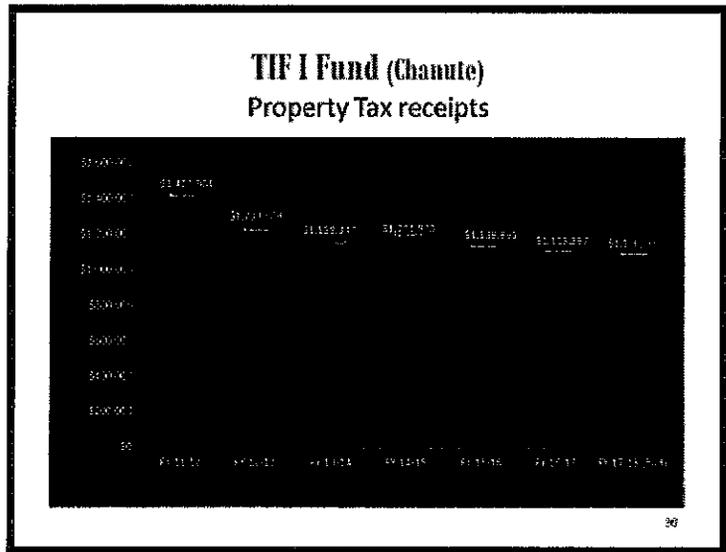
distributions have continued to decline. For FY 17/18 the village is estimating collections of approximately \$330,000. This is down approximately \$47,000 from actual collections in FY 11/12.

Since its adoption in October 2015, the local motor fuel tax has continued to meet staff's monthly projections. For fiscal year 17/18 staff is estimating collections of approximately \$370,000. These funds will be used to service a portion of the debt payment related to the general obligations bonds that were issued in 2016, part of the fixed route CCARTS bus plan and additional engineering work on several small local streets projects.



The Village of Rantoul has several TIF funds, two of which are actively in use. The main village TIF is the Chanutte TIF that was established in 1997 as a way to redevelop the former Chanutte Air Base. The funds generated by this TIF can only be utilized in the TIF area, but can be used for any development or redevelopment purposes. The single largest expense in this TIF is the reimbursement to both school districts. The total amount the village reimburses the schools is

approximately \$450,000 and is dependent upon the increment generated annually. Unfortunately this area has been hit hard by declining property values. Since FY 11/12 the TIF has seen a decrease in revenues of approximately \$300,000. Since the two largest expenses for this TIF are fixed costs this leaves fewer dollars being able to be utilized for redevelopment purposes.



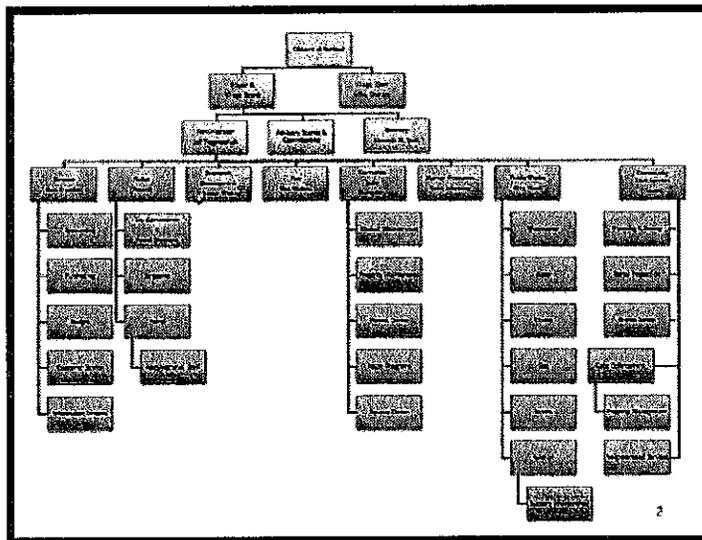
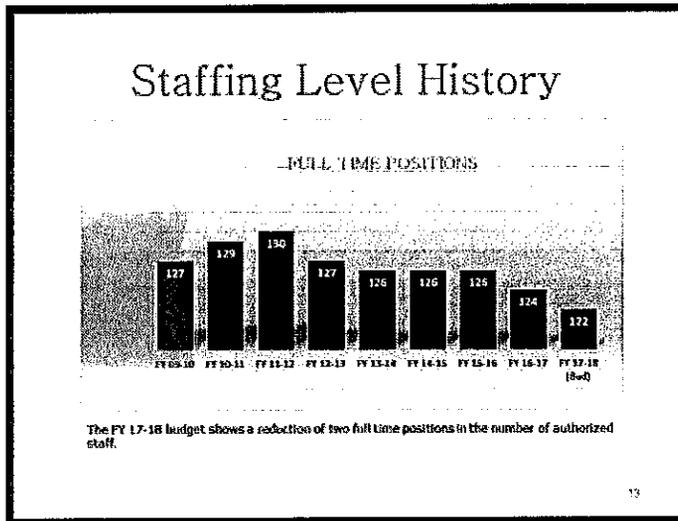
Employee Benefit Costs

The Village continues to provide a competitive benefit package to our employees. As a result, this year the village opted to move forward with joining the EWBC (Eastern Will Benefit Cooperative), which is a subgroup of the IPBC (Intergovernmental Cooperative Benefits Cooperative). This group has over 37,000 employees and dependents from across central and northern Illinois. This cooperative allows the village to pool our buying power and stabilize rates long-term. The recent rate increases for the IPBC members has been in lower single digits, compared to the villages annual 10% rate increases that have been budgeted for the past 10 years or more.

The cost of the Village health care program within the EWBC represents an increase of less than 9% over the previous fiscal years budgeted amounts, but is far below the proposed 85% rate increase Health Alliance was seeking two years ago. Due to our rates becoming more competitive this year the village will be moving back to a higher deductible traditional PPO without the HSA option. Staff remains hopeful our new insurance consortium will help to control the future increases in our health care costs. Beginning next year, staff will no longer continue to use 10% as a standard premium increase for budget purposes. We will know well in advance what the next year rate increase will be and will budget accordingly.

As a way to continue to control costs the Village of Rantoul will be offering a small classification of employees an early separation incentive program. This program will be centered on health insurance and will allow the employee to stay on the village insurance for an

additional two years at no additional costs. With the exception of one position, if any other employees accept the proposal their positions will not be filled for a minimum of two years. The potential savings to the village could surpass \$100,000 annually if the incentive is fully utilized. For FY 17/18 the total number of authorized employees being proposed is 122, which is down a total of four since October 2014. Again staff will work to find ways to find efficiencies through future position reclassifications and consolidations.



Recent Positive Steps

To balance the challenges addressed above, the Village of Rantoul has taken positive steps that will benefit the Village.

- Review of utility rates periodically. Electric rates were adjusted in October 2015 and will automatically adjust through May 2017. Likewise, the Village Board of Trustees

adopted a 5-year water rate increase that went into effect in December 2015. These rates will automatically adjust each December through 2020. The recently approved water rate increases will allow village to increase its water department reserves to more adequate levels and continue to allow for reinvestment into the treatment and distribution systems.

- Two years ago the village approved a contract for a single hauler garbage and recycling program. This program has been largely successful and helped to lower resident's overall garbage rates by up to 50%. Likewise the participation rate for the voluntary recycling program is at almost a 40% participation rate. This is almost double the original estimates.
- In an effort to reduce spending in the airport fund after the Chanute Museum closed its doors the village disconnected most of the utilities to the lower bay of the facility. This will net an annual savings of over \$100,000 annually to the airport fund.
- Renewed the current enterprise zones and expanded them to new areas of the village. In January 2017, the village received official word from the state that the new enterprise zones were in effect for an additional 15 years.
- Implemented a new TIF district east of Interstate 57 that combines sections north and south of Highway 136 for the purpose of a major distribution facility development. By the time this budget is implemented a new project should be moving forward in the TIF.
- The new 74 room Holiday Inn Express next to Wal-Mart officially opened and has helped increase interstate 57 traffic into the community.
- Continued conservation measures, where possible, to minimize the impact of rising energy costs. In the FY 17/18 budget the village applied for a grant from the IMEA to change out all of the old lighting to energy efficient at the Forum Fitness Center, the Rantoul Youth Center, the fleet maintenance shop and the Parks and Rec administration facility. The payback for this project will be less than 5 years.
- Doubled strict code enforcement activity with aggressive clean-up targets and the persistent and diligent attention to the appearance of all areas of the community, in a continuing effort to reverse the overall negative image of the Village.
- Working to complete and update and overhaul of the village zoning codes, commercial and residential design guidelines and zoning maps. These changes will stream line the current cumbersome code to promote smart growth within the village.
- The Village Board of Trustees approved a two-year contract with the Champaign/Urbana Mass Transit District to provide the first fixed route public busing system in the community. The village is working with the industrial park employers to fund a portion of the project.

- The Village Board of Trustees approved a \$7.7 million general obligation bond issuance to cover the costs associated with significant street, storm water, water and facilities improvements.
- Last December the Village Board of Trustees enacted a new utility tax to cover the increasing police pension costs. The new tax goes into effect April 2017 and will help the village reduce its over reliance on property taxes as the sole source for pension funding.
- Removed multiple buildings and abandoned homes and major efforts have been put in place to build a positive community response.
- Aggressively pursued the introduction of new commercial and industrial operations in Rantoul. The most recent examples include the recruitment of several new businesses at the airport and in the EDC (Economic Development Conveyance) area. Also, a local business is planning to move its operations into the new TIF 4 area.
- Through the Rantoul Tomorrow program, the village is working to improve its communication and overall relationship with both school districts. This past year the village investing dollars to hire a communications liaison to assist with outreach to residents and business owners.
- Staff implemented a new consolidated monthly board report that contains information from every department. This report is sent to the village board, along with being posted on the website and via Facebook in an effort to provide more transparent information to our residents.
- Funds are again budgeted to continue the fixed route bus system with CCARTS. This route connects the industrial park and numerous commercial and residential sections of Rantoul.
- Staff will continue working with the mayor and village board to find new grant opportunities for expanding programs for our residents.

Conclusion

Rantoul has numerous priorities for the coming fiscal year. This budget adequately funds the needs of the village and sets the appropriate spending policies of the elected officials for the coming fiscal year. Yet, future year budgets may present the community with challenges. Next year the village will be moving forward with a policy/program based budget that allows the village board to better prioritize spending based on policies and programs it deems most important. The village will continue to monitor the economy and state budget crisis carefully as both could have a direct impact on village revenues. Other changes coming include better asset management techniques to assist the village with its efforts to continue to reduce its building footprint. A continuing assessment of our current utility rate structures is strongly recommended. However, based on the previous year increases, staff will not be recommending any additional utility rate increases in the coming fiscal year. Another major concern going forward continues to be properly funding police pension obligations, while continuing to provide other vital services our residents have come to expect. The new public safety fee will help to

ensure the village can adequately meet its annual actuarial recommended contribution. The village will be giving serious consideration to issuing general obligation bonds to fully fund its unfunded pension liability in the coming fiscal year.

Finally, every department has played an important and valuable role in the development of this budget blueprint. Staff members have been very helpful and forthright in providing information and suggestions. The Village of Rantoul should be proud of its dedicated employees who understand today's economic environment.

VILLAGE OF RANTOUL
FY 2017-18 BUDGET SUMMARY

	<u>REVENUE</u>			<u>EXPENSES</u>			
	FY 17-18 ADMIN LEVEL BUDGET	FY 17-18 BOARD LEVEL BUDGET	CHANGE	FY 17-18 ADMIN LEVEL BUDGET	FY 17-18 BOARD LEVEL BUDGET	CHANGE	FY 17-18 SURPLUS/ (DEFICIT)
							CHANGE DUE TO:
GENERAL CORPORATE (001)	\$9,060,210	\$9,060,210	\$0	\$9,051,131	\$9,059,693	\$8,562	\$517 Salary changes from salary review
<u>SPECIAL REVENUE FUNDS</u>							
MOTOR FUEL TAX (205)	\$330,000	\$330,000	\$0	\$300,000	\$300,000	\$0	\$30,000
LOCAL MFT (206)	\$390,000	\$390,000	\$0	\$386,525	\$386,525	\$0	\$3,475
ECONOMIC DEVELOPMENT (208)	\$240,000	\$240,000	\$0	\$240,000	\$240,000	\$0	\$0
MICRO LOAN (210)	\$10,500	\$10,500	\$0	\$1,500	\$1,500	\$0	\$9,000
TIF II (214)	\$1,101,500	\$1,101,500	\$0	\$1,223,431	\$1,223,431	\$0	-\$121,931
TIF III (216)	\$12,000	\$12,000	\$0	\$5,000	\$5,000	\$0	\$7,000
SPECIAL POLICE (221)	\$1,450,000	\$1,450,000	\$0	\$1,450,000	\$1,450,000	\$0	\$0
EDA /RLF (254)	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$20,000
RENTAL REHAB. - HUD (266)	\$25,500	\$25,500	\$0	\$1,000	\$1,000	\$0	\$24,500
COMMUNITY DEV. (277)	\$150	\$150	\$0	\$70,679	\$70,679	\$0	-\$70,529
	\$655,042	\$655,042	\$0	\$655,042	\$655,042	\$0	\$0
TOTAL SPECIAL REVENUE	\$4,234,692	\$4,234,692	\$0	\$4,333,177	\$4,333,177	\$0	-\$98,485
<u>CAPITAL PROJECTS FUNDS</u>							
CORPORATE RESTRICTED RES. (307)	\$18,683	\$18,683	\$0	\$0	\$0	\$0	\$18,683
<u>DEBT SERVICE FUNDS</u>							
DEBT SERVICE (401)	\$505,700	\$505,700	\$0	\$505,700	\$505,700	\$0	\$0

VILLAGE OF RANTOUL PAY PLAN

May 1, 2017 – April 30, 2018

Policy

It is the policy of the Village of Rantoul to establish and maintain a pay plan that will attract, retain and motivate qualified personnel.

The compensation objectives of the Village of Rantoul are as set forth below. The Village recognizes that not all of these objectives can be completely achieved at all times, but they are listed here as guides.

The objectives of the pay plan are designed to:

- ◆ Establish ranges of compensation that reflect the value to the Village of the various employment positions as determined by a formal system of evaluation and review which takes into account the duties and levels of responsibility of each employment position;
- ◆ Adjust ranges of compensation when periodic surveys or changes in economic and competitive factors indicate that any such adjustments are warranted;
- ◆ Ensure that the compensation and related benefits for comparable employment positions are generally equal to the average pay and benefits provided by other employers who offer similar employment and hire the same caliber of personnel in the same employment markets;
- ◆ Encourage superior performance by adjusting the rate of compensation of each employee on the basis of the quality of individual performance, as determined by a systematic program of performance appraisal;
- ◆ Ensure that compensation is not influenced by race, color, sex, age, religion, ancestry, handicap unrelated to ability, national origin or any other prohibited classification;
- ◆ Communicate the general policies and procedures on which the pay plan is based so that employees may be informed about the compensation structure and the administration thereof as it affects them individually.

Questions concerning this policy should be directed to the Human Resources Department.

VILLAGE OF RANTOUL

PAY PLAN

May 1, 2017 – April 30, 2018

PAY PLAN DECISION PROCESS

The Board of Trustees establishes, as part of the annual budget, the maximum number of authorized positions for both full-time and permanent part-time employees. The budget contains, at the beginning of each fund, a list of all authorized positions within each department or by budget activity, outlined according to the fund or budget activity from which any such position is funded, the classification to which each such position is assigned and the number of full-time or permanent part-time positions assigned to each such classification.

Any change in the amount of compensation paid to any non-union employee occurs on May 1 of each year. All such changes will be approved each year at the same time as the annual budget. Prior to any increases, annual evaluations are conducted for all positions.

The following outlines the framework for the pay plan. This includes how the Village deals with newly hired employees, annual merit reviews and job evaluations.

FRAME WORK FOR PAY PLAN

Establishing the Original Ranges/Pay Grades

In order to establish the ranges of compensation, each employee filled out a position analysis questionnaire. After each employee filled out the questionnaire, his or her supervisor reviewed the information and signed off and dated the employee's questionnaire. All questionnaires were then collected and sent to GovHR (Pay consultants) to be scored along with GovHR conducting face-to-face interviews with each employee. Each questionnaire has a corresponding score sheet. The questionnaires were broken down into nine main factors: Education and Training, Years of Experience, Independent Judgement and Decision Making, Responsibility for Policy Development, Planning, Contacts with Others, Supervision Given, Physical Demands, and Use of Technology/Specialized Equipment. From this score sheet, a point value was derived. The GovHR personnel then configured the ranges of compensation based on our internal equity structure, external market factors, the corresponding position point values from the questionnaire score sheets and interviews for each position. All non-union employees will fit into one of the 10 configured grades of compensation ranges.

No position, new or revised, may be filled until it has been evaluated and a grade assigned.

In the event that a new position is created during the budgeting process, the position will be submitted to Human Resources for review and evaluation. Since it is a new position, the Department Head will be required to fill out a questionnaire about the current and new duties and responsibilities of the position. The questionnaire will be discussed with the Department Head and supervisor to verify accuracy. From this questionnaire, the point value will be determined from the score sheet and a pay grade assigned.

VILLAGE OF RANTOUL PAY PLAN

May 1, 2017 – April 30, 2018

Compensation Structure

The ranges of compensation consist of a minimum, midpoint and maximum rate for each pay grade. The collective group of all established ranges of compensation shall be known as the “**Compensation Structure**”. The Compensation Structure will be reviewed annually to recognize changes in economic conditions and the movement of compensation levels within local companies and the industry over the past year. These adjusted ranges shall be submitted to the Board of Trustees for approval in April of each year at the same time as the annual budget. These adjustments will take effect on May first (5/1) for all non-union employees. If this adjustment results in an employee falling below the minimum of the range, such employee’s pay shall be raised to the minimum amount.

New Employees

The majority of all newly hired staff are employed at the bottom fourth (1/4) of the appropriate pay range. After the successful completion of any applicable probationary period, the pay may be increased within the bottom fourth (1/4) of the pay range depending on performance.

Applicants with outstanding qualifications and/or experience may be hired above the bottom fourth (1/4) of their range. If an employee is hired above the bottom fourth of the pay range, he or she will not receive a pay increase upon the successful completion of probation unless any such increase was negotiated at the time of employment.

Annual Merit Review

The annual reviews for all non-union employees are conducted by their immediate supervisor, Village Administrator and/or Mayor annually. During this evaluation the job performance, as well as achievement of established goals, are reviewed for the preceding year. Each evaluation is then reviewed by the Department Head, Village Administrator and/or Mayor and then referred to Human Resources.

The following definitions are used in determining an employee’s performance rating:

Outstanding - Always Exceeds Expectations

Performance, behavior and customer service are outstanding & always exceed expected levels of achievement. The quality and quantity of work is consistently performed with exceptional results. (Requires specific examples)

Excellent - Frequently Exceeds Expectations

Performance, behavior and customer service consistently exceed expected levels of achievement. The quality and quantity of work is frequently performed at levels which exceed basic position requirements. (Requires specific examples)

VILLAGE OF RANTOUL PAY PLAN

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Satisfactory - Fully Meets Expectations

Expected levels of performance, behavior and customer service achieved on a consistent and sustained basis. The quality and quantity of work fully meet the requirements of the position. Work is completed in a competent manner.

Fair - Sometimes Does Not Meet Expectations

Work does not consistently meet the performance, behavior, customer service, quality, quantity and/or attendance requirements of the position. Improvement is needed.

(Requires specific examples)

Needs Improvement – Fall below minimum standards

Mandatory goal setting and development of performance improvement plan required for this rating.

Job Re-Evaluations

The Village of Rantoul will establish and maintain a job evaluation plan/system to determine and acknowledge the relative ranking of all positions prior to the effective date of any merit increase, as applicable. Although the job description or job description/specification is the primary source of information about a position, Human Resources may seek additional information about positions being evaluated from the incumbent, the immediate supervisor or others knowledgeable about the position.

Any evaluation or re-evaluation request shall be composed in memorandum form and shall contain a brief but comprehensive summary of why the request is being made. All requests for evaluation or re-evaluation will be submitted by the appropriate Department Head in writing to the Human Resources no later than October 1st each fiscal year.

After the request is received by Human Resources, the employee may be required to provide additional information and/or fill out a questionnaire about the current and new duties and responsibilities of the position. The new information/questionnaire will be discussed with the Department Head and supervisor to verify accuracy. Based on the job information provided, the point value will be determined and a pay grade assigned. Human Resources will consider the totality of the information collected in performing a position evaluation or re-evaluation analysis.

After the analysis is performed by the Human Resources Manager, no later than January 1st of each fiscal year and a new position and/or new pay grade for the job/individual being evaluated is recommended, (based on a substantial change in the responsibilities and duties of an existing position), the appropriate Department Head will then review and decide to go forward with the recommendation.

VILLAGE OF RANTOUL PAY PLAN

May 1, 2017 – April 30, 2018

The recommendation will then be submitted to the Village Administrator for review and approval decision. This review and approval decision by the Village Administrator will be completed no later than March 1st of each fiscal year.

If the recommendation is approved by the Village Administrator and if the analysis indicates that the job's point value has increased, the Village Administrator and the Department Head will determine if a salary increase is warranted, which will depend on several factors including the economic conditions at the time and Village Board approval. Any salary increase decision will be included as part of the next fiscal year's budget. If a merit increase is established, it will be added onto any newly adjusted rate.

Any merit increase for the employee with an approved new position and/or new pay grade and who receives a newly adjusted rate, will be added onto the newly adjusted rate and will be included as part of the next fiscal year's budget no later than April 1st each fiscal year.

As part of the annual budget development process for the next fiscal year, the Department Head will include any position and any salary changes, approved by the Village Administrator, in his/her department's annual fiscal year budget proposal.

Finally the Board of Trustees review and approve the Annual Village Budget presented by the Village Administrator, which includes any position and salary changes, based on the Village's Job Re-evaluation system.

Shift Differentials

Shift Premium pay for the position of Dispatcher is as follows:

- 1.) An additional \$0.25 per hour for the second shift
- 2.) An additional \$0.35 per hour for the third shift

Such additional compensation or pay per hour shall not be added to any such Employee's base hourly rate of compensation to calculate pay increases. However, such pay will be used for the purpose of calculating overtime or any other compensable benefit.

Certification Pay

Each employee in the Management Information Systems department of the Village assigned to duties as a Computer Technician who becomes and continues to maintain certification status as outlined below, as evidenced by the either CompTIA or Microsoft, shall receive such additional compensation or pay per hour in such amount as is specified below for the applicable

VILLAGE OF RANTOUL PAY PLAN

May 1, 2017 – April 30, 2018

certification. Employees eligible for this premium shall be able to add only one additional premium per fiscal year.

<u>Certification</u>	<u>\$/hour</u>
CompTIA A+	\$0.50
MCP (Microsoft Certified Professional) (Exam 70-271 or 70-272)	\$0.50
MCDST (MS Certified Desktop Support Technician)	\$0.50

Public Works Certification Pay

Each employee in the Public Works Department of the Village assigned to duties as an operator in the water, wastewater, or systems maintenance divisions who becomes and continues to maintain status as a “Certified Operator”, as evidenced by a Certificate of Technical Competency issued by the Illinois Environmental Protection Agency, shall receive such additional compensation or pay per hour in such amount as is specified below for the applicable class of such certification as follows:

<u>Water</u>		<u>Wastewater</u>	
<u>Class</u>	<u>\$/hour</u>	<u>Class</u>	<u>\$/hour</u>
D	\$0.22	4	\$0.22
C	\$0.43	3	\$0.43
B	\$0.65	2	\$0.65
A	\$0.86	1	\$0.86

Certified gas welder pay equals an additional \$0.22/hour.

Petroleum Class “A” Operator pay equals an additional \$0.22/hour.

Such additional compensation or pay per hour shall not be added to any such Employee’s base hourly rate of compensation to calculate pay increases. However, such pay will be added to base pay and used for the purpose of calculating overtime or any other compensable benefit.

Gas Apprentice Program Pay

Each employee in the Public Works Department of the Village assigned to duties as a Gas Technician in the gas division who completes the required training to achieve a Level 1 or Level 2 Certification under an Operator Qualification Training Program for a natural gas system as

**VILLAGE OF RANTOUL
PAY PLAN**

May 1, 2017 – April 30, 2018

approved by the Director of Public Works shall receive compensation or pay per hour in such amount as is specified below:

Level 1 Certification: 90% of the midpoint of the hourly rate range for such position

Level 2 Certification: 95% of the midpoint of the hourly rate range for such position

Such compensation or pay per hour shall be in such amount as is equal to the applicable percentage of the midpoint hourly rate in effect when any such certification is achieved.

Fire Department Compensation

The compensation of the Fire Chief and all other members of the Fire Department is hereby established pursuant to Section 16-44 of the Village Code as follows:

<u>Position</u>	<u>Per Meeting Rate *</u>
Fire Chief	\$125.00
Assistant Fire Chief	\$75.00
Captain	\$65.00
Secretary-Treasurer	\$65.00
Firefighter	\$50.00

* There are three mandatory meetings each month. However, the Fire Chief may also call special meetings at other times as needed which will be paid at the same rate as a fire call appearance.

Fire Department dues in the amount of \$10.00 will be deducted from each Firefighter's monthly paycheck.

In addition to the per meeting rate as set forth above, all members of the Fire Department shall receive \$22.00 per fire call appearance; provided, however, that effective January 1, 2011, in the event of a fire call appearance lasting more than four (4) hours which involves a significant event (e.g., a train derailment, environmental hazard, tornado or other severe or ice storm) as determined by the sole discretion of the Fire Chief or his or her designee each responding member will receive \$22 per hour for each hour worked, beginning with the first hour worked, for all time attributable to being on the scene for such appearance after the first four (4) consecutive hours of being at the scene, but such time attributable to being on the scene shall not include any time for clean up, training or other duties not directly related to such significant event. Such additional amount per hour shall be paid in thirty (30) minute increments.

VILLAGE OF RANTOUL PAY PLAN

May 1, 2017 – April 30, 2018

Incentive Retention Pay

All members of the Fire Department who have nine (9) or more years of continuous service in the Fire Department but have not attained the age of 66 or more years will be eligible for incentive retention pay as follows:

Years of continuous service	Amount per year
9-13	\$500
14-18	\$750
19 or more	\$1,000

Payment of Benefits upon Retirement

Any full-time employee (as defined in the Personnel Code) other than a member of any collective bargaining unit who is a “participating employee” within, and eligible to receive benefits from, the Illinois Municipal Retirement Fund, completes (20) or more years of continuous employment with the Village, has attained the required age to receive a pension and is eligible to retire in good standing may elect to receive such compensation as may otherwise be due for any earned but unused compensatory time, any earned but unused vacation, any compensable accumulated but unused sick leave and any entitled but unused personal leave payable under this Article upon such full-time employee’s termination of employment (the “**Termination Payment**”), in equal installments over the course of each pay period occurring during the four (4) month period immediately prior to such full-time employee’s last day of employment, subject to the following:

- (i) To be eligible for such election, any such full-time employee shall submit an irrevocable retirement resignation to the Village, coupled with a written notice of such election, at least 180 days prior to such full-time employee’s last day,
- (ii) Any such full-time employee making such election shall further agree in writing that in the event that the amount of the Termination Payment is subsequently reduced for any reason due either to the use of any earned compensatory time, earned vacation, accumulated sick leave or entitled personal leave or to any such last day of employment occurring earlier than the submitted resignation date after the Termination Payment is determined and any payment thereof has begun, that any such reduction shall be made in the applicable pay period during which any such used or last day of the employment occurs.

Position Title	Total Proposed Title	JFA Score	Skill Level	Grade
Department Directors and Managers				
Director of Public Works		775	740+	10
Police Chief		765		
Comptroller		745		
Assistant Directors and Supervisors				
Assistant Director of Public Works		730	(650 to 735)	9
Lieutenant		725	85 pts.	
Superintendent of Recreation		715		
Supervisors and Advanced Technical				
Chief of Operations, Wastewater		630	(600 to 645)	8
IT Manager		625	45 pts.	
Lead Mechanic		620		
Chief of Operations, Water		615		
Supervisors and Advanced Technical				
Property Maintenance Supervisor		590	(550 to 595)	7
Chief of Ops, Gas & HVAC		590		
Recreation Maintenance Supervisor		590		
Youth Programs Supervisor		585		
Airport & EDC Ops & Property Mgr.		580		
Fitness, Aquatic & Adult Rec Supv.		580		
Financial Manager		565		
Chief of Ops, Pump St. & San. Sewer		560		
Utility Office Manager		550		
Streets (& Water Dist.) Foreman		550		
Supervisors and Advanced Technical				
Police Operations Manager		540	(500 to 545)	6
Community Development Director		515		
Mechanic		515		
Human Resources Generalist		500		
Supervisors and Advanced Technical				
Recreation Office Supervisor		490	(450 to 495)	5
SCADA Coordinator		485		
Planning & Zoning Administrator		465		
Recreation Facilities Maintenance		465		
Recreation Crew Leader		450		

Administrative and Technical				
Wastewater Lab Technician		435	(410 to 445)	4
Engineering Info Technician		430	35 pts.	
Neighborhood Services Coord.		415		
Executive Assistant -- All Other		410		
Airport Technician		400	(370 to 405)	3
Gas Technician		400		
HVAC Technician		400		
Water Operator/Maintenance		400		
Community Services Worker/ESDA		395		
Pump Station/San. Sewer Operators		390		
Property Maintenance Inspector		385		
Wastewater Op./Maint./Supply Tech.		385		
PW Admin. Support Supervisor		375		
Street & Systems Operator		375		
Storekeeper/Inventory Specialist		370		
Computer Technician		370		
Police Services Representative		365	(330 to 365)	2
Evidence Custodian		360		
Police Administrative Assistant		350		
PW Administrative Assistant		345		
Utility Senior Cashier Clerk		340		
Recreation Laborer/Operator		330		
Recreation Administrative Assistant		330		
Accounting Specialist		330		
Property Maint. Asst./Admin. Asst.		305	(295 to 325)	1
Utility Cashier Clerk		295		
Receptionist		295		

JOB TITLES AND PAY RANGES 2017/2018														
TITLE	SALARY 2017	RANGES 2018	Officer	Bargaining Unit Employee	Essential Employee	Full-Time	Part-Time	Salaried	Hourly	Police Employee	Provisional Employee	Uniformed Employee (I)	Uniformed Employee (II)	Open Positions
	MINIMUM	MAXIMUM												
Accty. Financial Manager	\$57,475.00	\$93,436.00				1		X						
Accty. Accounting Specialist	\$39,375.00	\$55,125.00				1			X					
Receptionist	\$37,500.00	\$52,500.00				1			X					
Airport & BDC Operations and Property Manager	\$57,475.00	\$90,465.00				1		X						
Airport Technician	\$41,344.00	\$57,881.00				1			X					
Central Maintenance- Lead Mechanic	\$63,223.00	\$88,512.00				1		X					X	
Central Maintenance- Mechanic	\$63,223.00	\$88,512.00				3			X				X	
Central Maintenance- Mechanic (PPT)	\$52,250.00	\$73,150.00				0	1		X					
Community Development Director	\$52,250.00	\$73,150.00	X			1		X						1
Comptroller	\$90,000.00	\$126,000.00	X			1		X						
Executive Assistant	\$43,411.00	\$60,775.00				1			X					
Human Resource Generalist	\$52,250.00	\$73,150.00				1			X					
HUD Administrator	\$52,250.00	\$73,150.00				1								1
Neighborhood Services Coordinator	\$43,411.00	\$60,775.00			X	1		X						
Inspection- Inspector - PPT	\$47,500.00	\$66,500.00				0	1		X					
Inspection-Property Maintenance Supervisor	\$57,475.00	\$90,465.00				1		X						
Inspection-Executive Assistant	\$43,411.00	\$60,775.00				1			X					
Inspection-Property Inspector	\$41,344.00	\$57,881.00				2			X					
MIS- Computer Technician	\$41,344.00	\$57,881.00				1			X					
MIS Manager	\$63,223.00	\$88,512.00				1		X						
Police Chief	\$90,000.00	\$126,000.00	X			1		X		X				
Administrative Assistant	\$39,375.00	\$55,125.00				1			X					
Police Community Services Worker/ESDA	\$43,344.00	\$57,881.00				1			X					
Police Service Representatives	\$39,375.00	\$55,125.00				2			X			X		
Police Service Representatives - Part Time	\$39,375.00	\$55,125.00				0	1		X			X		1
Police Operations Manager	\$52,250.00	\$73,150.00				1		X				X		
Evidence Custodian	\$39,375.00	\$55,125.00				1			X					
Police Lieutenant	\$75,000.00	\$105,000.00				2			X	X		X		
Police Investigator	\$27.50	\$37.60		X		2			X	X		X		
Police Patrolman	\$27.50	\$37.60		X		19			X	X		X		1
Police Sergeant	\$38.24	\$43.03		X		6			X	X		X		
Police Sergeant - Investigations	\$38.24	\$43.03		X		1			X	X		X		
PW-Administrative Assistant	\$39,375.00	\$55,125.00				2			X					
PW-Asset Director	\$75,000.00	\$105,000.00			X	1		X						
PW-Asset Director	\$90,000.00	\$126,000.00	X			1		X						
PW-Engineering Information Technician	\$43,411.00	\$60,775.00				1			X					
PW-Elec Apprentice Lineman	\$24.47	\$28.97		X		3			X				X	
PW-Elec. Lineman	\$31.26	\$32.20		X		6			X				X	
PW-Elec.- Lineman Foreman	\$33.44	\$34.44		X		1			X				X	
PW-Elec.- Systems Foreman	\$33.44	\$34.44		X		1			X				X	
PW-Elec.- Systems Technician	\$31.26	\$32.20		X		2			X				X	
PW-Elec - Apprentice Technician	\$24.47	\$28.97		X		2			X					
PW-System Inter/SCADA Coord	\$47,600.00	\$66,500.00				1			X					
PW-Gen/HVAC Safety Operator	\$57,475.00	\$80,465.00			X	1		X					X	
PW- Gas, Technician	\$41,344.00	\$57,881.00			X	2			X				X	
PW- HVAC, Technician	\$41,344.00	\$57,881.00				2			X				X	
PW- Storekeeper	\$41,344.00	\$57,881.00				1			X				X	
PW- Street and Systems Operator	\$41,344.00	\$57,881.00				6			X				X	1
PW-Street Maintenance Foreman	\$57,475.00	\$80,465.00			X	1		X					X	
PW-Street Maintenance Supervisor	\$57,475.00	\$80,465.00			X	1		X					X	
PW- Pump Station & Sanitary Sewer Operators	\$41,344.00	\$57,881.00				3			X				X	
PW-Wastewater Operations	\$63,223.00	\$88,512.00			X	1		X					X	
PW Waste Water Lab Technician	\$43,411.00	\$60,775.00				1			X					
PW- Wastewater, Foreman	\$57,475.00	\$80,465.00			X	1			X				X	
PW- Wastewater, Operator/Maintenance	\$41,344.00	\$57,881.00				5			X				X	1
PW-Water Chlorination	\$63,223.00	\$88,512.00			X	1		X					X	
PW- Water Operator/Maintenance	\$41,344.00	\$57,881.00				6			X				X	
Rec-Collection	\$75,000.00	\$105,000.00	X			1		X						
Rec-Recycling and/or Administrative Services	\$57,475.00	\$80,465.00				1		X						
Rec- Equipment Operator	\$47,500.00	\$66,500.00				1			X					
Rec- Maintenance Supervisor	\$52,250.00	\$73,150.00				1		X						
Rec- Office Supervisor	\$47,500.00	\$66,500.00				1			X					
Rec-Admin Assistan (PPT)	\$30,056.00	\$50,107.00				0	1		X					
Rec-Facilities Maintenance Supervisor	\$47,500.00	\$66,500.00				1			X					
Rec- Laborer/Maintenance	\$39,375.00	\$55,125.00				1			X					
Rec- Office Operations Supervisor	\$57,475.00	\$80,465.00				1		X						
Utility Cashier Clerk	\$37,600.00	\$52,500.00				2			X					
Utility Office Manager	\$57,475.00	\$80,465.00				1		X						
Utility Senior Cashier Clerk	\$39,375.00	\$55,125.00				1			X					
Utility Supervisor	\$100,100.00	\$177,784.00	X			1		X						

**BOARD OF TRUSTEES
VILLAGE OF RANTOUL**

AGENDA ITEM

PAGE 1 OF 1

ITEM: FY 17/18 employee benefits	DEPARTMENT: Administration/ED
AGENDA SECTION:	AMOUNT: See attached document
ATTACHMENTS: <input type="checkbox"/> ORDINANCE <input type="checkbox"/> RESOLUTION <input checked="" type="checkbox"/> OTHER (See Summary Highlights) <input checked="" type="checkbox"/> SUPPORTING DOCUMENTS	DATE: 03/28/2017
<p>SUMMARY HIGHLIGHTS:</p> <p>As part of the FY 17/18 budget, the board (by motion and second) gives annual approval to the employee benefits package, which primarily consists of health and dental insurance. In the proposed FY 17/18 budget, staff allocated funds to cover a potential 12.7% increase in our insurance premiums. I attached a document highlighting the employee and village contributions to each of these plans for the coming FY. The actual rate increase due to the elimination of the Health Savings Account is approximately 8.4%. Below is a brief summary of the changes in the new fiscal year:</p> <ul style="list-style-type: none"> • The village's overall insurance rates increased 12.7% over last year's totals, however the village is moving back to a traditional higher deductible PPO plan so the HSA will no longer be utilized. These savings are being invested back into the PPO plan so the overall rate increase to the budget is approximately \$87,000. • The rates for the dental plan decreased 3% for the coming FY <p>This option was chosen by a new employee led committee I commissioned last year. This group worked diligently to find a plan that benefits all employees and the village. I am proud of the work they did and this plan is reflective of that.</p>	
<p>RECOMMENDED ACTION: Approve the FY 17/18 annual employee benefits package</p>	
DEPARTMENT HEAD APPROVAL:	VILLAGE ADMINISTRATOR: Jeffrey Fiegenschuh, Administrator

