
**VILLAGE OF SUGAR GROVE
BOARD REPORT**

TO: VILLAGE PRESIDENT & BOARD OF TRUSTEES
FROM: MATT ANASTASIA, FINANCE DIRECTOR
SUBJECT: DISCUSSION: FISCAL YEAR 2025-2026 SALARIES & WAGES - COLA
AGENDA: DECEMBER 17, 2024
DATE: DECEMBER 5, 2024

ISSUE

Shall the Village discuss the FY2025-2026 Salaries & Wages regarding COLA.

DISCUSSION

At the Board meeting on December 3, 2024, the Village Board discussed the COLA for all employee classifications within the Village. Below is the Board Report from that meeting:

"In FY2022-2023, the Village Board went through an extensive salary schedule update to all positions within the Village, which will be completed every 3-years in conjunction with Union contract negotiations.

The Village Board approved 3-year contracts for the Sergeants and Patrol unions for FY2024-2026. The CPI for December 2022 was 6.50%, and the first year of the two Union contracts with increases for Sergeants (4.00%) and Patrol (4.00%) for FY2023-2024. For FY2023-2024, the Village Board approved a 4.00% for non-union employees, as well as being placed at their respective level within the new salary plan.

In FY2024-2025, the Union contracts were scheduled to receive 4.00% increases for Patrol & Sergeants. Non-represented employees were approved at 3.00% for COLA per Board approval in December 2023.

The CPI for December 2023 was 3.40%, which is the CPI utilized for PTELL during the Tax Levy process. The most recent CPI data available is for October 2024 at 2.60%. Below are a few articles from the Bureau of Labor Statistics and Social Security on CPI-U and COLA:

- [Compensation costs up 3.90% from September 2023 to September 2024, compared to 4.30% for the year ending in September 2023.](#)
- [Social Security increases for 2025 are 2.50%.](#)

- [CPI-u for Chicago-Naperville-Elgin increased 3.50% from October 2023 to October 2024, compared to 2.4% for the year ending October 2023.](#)

In the past, it has been viewed to give the average of the Union Contracts to Non-Union employees. Last year the average was 4.00% for Patrol & Sergeants, Non-Union Employees received 3.00%.

Staff is recommending based on the existing Union Contracts average and compensation rates for the prior year a 4.00% COLA increase for FY2025-2026."

In addition, the Board requested a breakdown of all employees with the cost for their Steps under the assumption of 4% for all non-represented employees, and 3% for Department Heads. This breakdown is attached.

COST

The Village's current Salaries & Wages schedule has annual step increases for each position.

Below is a schedule of the total costs with 4% for represented and non-represented with steps and 3% for Department Heads:

- **4% COLA – \$187,643** – \$140,876 General Fund & \$46,767 Water Fund
- **3% COLA Department Heads – \$26,315** – \$21,145 General Fund & \$5,170 Water Fund
 - **\$213,958 Total Cost** - \$162,021 General Fund & \$51,937 Water Fund

Below is a schedule of the additional cost for each 1% of COLA increase for all Employees:

- **0% - \$108,473 Total** - \$94,096 General Fund & \$14,377 Water Fund – This would be Patrol, Sergeants and Non-Union Step increases only.
- **1% - \$136,965 Total** - \$112,767 General Fund & \$24,198 Water Fund
- **2% - \$165,457 Total** - \$131,439 General Fund & \$34,018 Water Fund
- **3% - \$193,950 Total** - \$150,111 General Fund & \$48,839 Water Fund
- **4% - \$222,443 Total** - \$168,783 General Fund & \$53,660 Water Fund

These costs include all contractual increases for Patrol and Sergeants, Non-Union and Department Heads.

RECOMMENDATION

The Village Board discuss and approve COLA increases to the Salaries & Wages schedule for FY2025-2026.

All Staff (excluding Department Heads)

Title	FY24-25 Step	FY24-25 Rate	FY25-26 Step	FY25-26 Rate	Dollar Change
PT PD Clerk	D	\$ 28.2328	End	\$ 30.1149	\$ 1,860
PT PD Clerk	A	\$ 26.1678	B	\$ 27.9123	\$ 1,724
PT Dep. Village Clerk	A	\$ 26.1678	B	\$ 27.9123	\$ 2,268
PT Finance Clerk	D	\$ 30.3167	End	\$ 32.3378	\$ 2,522
PT Finance Clerk	A	\$ 28.0993	B	\$ 29.9726	\$ 2,338
PT Officers	Start	\$ 33.9900	Start	\$ 35.3496	\$ 5,939
PT Code Enf. Officer	Start	\$ 27.7793	Start	\$ 28.8905	\$ 347
PT Maintenance Worker I	Start	\$ 20.6000	Start	\$ 21.4240	\$ 1,200
Executive Assistant/Village Clerk	C	\$ 74,175	D	\$ 79,120	\$ 4,945
PW Office Assistant	End	\$ 65,916	End	\$ 68,553	\$ 2,637
CD Office Assistant	End	\$ 65,916	End	\$ 68,553	\$ 2,637
ED Office Assistant	B	\$ 61,095	C	\$ 65,168	\$ 4,073
Accounting Manager	C	\$ 81,169	D	\$ 86,581	\$ 5,411
Chief Building Inspector	C	\$ 91,058	D	\$ 97,128	\$ 6,071
Planning & Zoning Administrator	B	\$ 80,443	C	\$ 85,806	\$ 5,363
Maintenance Worker I	End	\$ 66,645	End	\$ 69,310	\$ 2,666
Maintenance Worker I	A	\$ 60,226	B	\$ 64,241	\$ 4,015
Maintenance Worker I	D	\$ 64,979	End	\$ 69,310	\$ 4,332
Maintenance Worker I	A	\$ 60,226	B	\$ 64,241	\$ 4,015
Maintenance Worker I	Start	\$ 58,720	A	\$ 62,635	\$ 3,915
Maintenance Worker II	C	\$ 75,358	D	\$ 80,331	\$ 4,974
Maintenance Worker II	A	\$ 71,726	B	\$ 76,460	\$ 4,734
Water Operator	C	\$ 77,826	D	\$ 83,015	\$ 5,188
Utilities Coordinator	B	\$ 75,881	C	\$ 80,939	\$ 5,059
Streets Foreperson	D	\$ 91,761	End	\$ 97,817	\$ 6,056
W&S Foreperson	D	\$ 91,761	End	\$ 97,817	\$ 6,056
Village Engineer	N/A	\$ 123,600	N/A	\$ 128,544	\$ 4,944
Deputy Chief of Police	End	\$ 120,000	End	\$ 124,800	\$ 4,800
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	G	\$ 92,993	H	\$ 100,605	\$ 7,612
Patrol	C	\$ 78,026	D	\$ 85,040	\$ 7,014
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Patrol	H	\$ 96,735	H	\$ 100,605	\$ 3,869
Sergeant	Start	\$ 105,290	A	\$ 112,239	\$ 6,949
Sergeant	E	\$ 119,125	E	\$ 123,890	\$ 4,765
Sergeant	E	\$ 119,125	E	\$ 123,890	\$ 4,765
Total Change					\$ 168,276.53
Fringe Benefits Cost					\$ 19,365.97
Total Cost					\$ 187,642.50

Senior Staff

	Police Chief	Finance Director	CD Director	ED Director	PW Director	Village Administrator
FY24-25 (Actual)	\$ 160,829	\$ 144,037	\$ 104,516	\$ 144,612	\$ 148,077	\$ 175,100
FY25-26 with COLA (3%)	\$ 165,654	\$ 148,358	\$ 107,651	\$ 148,950	\$ 152,519	\$ 180,353
Dollar Change	\$ 4,825	\$ 4,321	\$ 3,135	\$ 4,338	\$ 4,442	\$ 5,253

Total Change	\$ 26,315.13
Fringe Benefits	\$ 2,013.11
Total Cost	\$ 28,328.24