

ORDINANCE NO. 2026-26

AN ORDINANCE FIXING THE SALARIES AND BENEFITS OF CERTAIN EMPLOYEES
OF THE CITY OF MT. VERNON

WHEREAS, the City Council of the City of Mt. Vernon, Illinois desires to fix the salaries and benefits of certain employees of the City of Mt. Vernon effective May 1, 2026.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Mt. Vernon, Illinois as follows:

Section I: That there is hereby established a maximum salary of \$120,796.00 for the following management employees of the City of Mt. Vernon, which salary maximum shall be effective May 1, 2026:

Tourism Director, Chief Building Inspector, Assistant Director of Public Works, Assistant Director of Public Utilities, Assistant Police Chief, Assistant Fire Chief, Fleet Services Director, Police Chief, Fire Chief, Finance Director, Assistant Finance Director, Public Works Director, Public Utilities Director, City Engineer, Parks and Public Facilities Director, Director of Human Resources, City Clerk, Project Engineer, Recreation Coordinator, Capital Projects Manager, Assistant City Manager, and Assistant to the City Manager.

The salary to be received by each individual management employee shall be administered by the City Manager and shall be determined by the City Manager based on merit.

Section II: The annual salary and other benefits of the City Manager shall be as determined and as provided within the Employment Agreement dated November 4, 2024 between the City of Mt. Vernon and the City Manager, provided that the annual base salary beginning May 1, 2026 shall be \$139,100.00 annually.

Section III: That there is hereby established the following maximum salary for certain management employees within the Mt. Vernon Police Department, each which salary maximum shall be effective May 1, 2026:

<u>Position</u>	<u>Maximum</u>
Police Sergeant	
K-9 Sergeant	\$101,207.00
Juvenile Sergeant	
Detective Sergeant	
Police Captain	\$111,101.00
K-9 Captain	

c. Inspection and Engineering Personnel

Inspector I

Associate Engineering Technician \$46,669.00

Inspector II

Engineering Technician \$66,428.00

Section VI: The salary to be received by each individual employee described within Sections III, IV, and V shall be determined and administered by the City Manager.

On May 1 of each year the salary of each employee described within Sections III, IV, or V shall be automatically increased by one percent (1%) unless said individual employee shall have been hired on or after November 1 of the preceding calendar year.

Additional increases based upon merit for individual employees described within Sections III, IV, and V shall be administered and determined by the City Manager.

The maximum salaries described within Sections III, IV, and V shall be subject to annual review by the Mayor and City Council.

Section VII: Employees within Sections III and IV who are promoted into a classification resulting in a higher rank as defined by the Revised Code of Ordinances and the Rules of the Board of Fire and Police Commission shall receive a promotional increase in salary within the salary maximums at the time of promotion as follows: Sergeant, \$4,000; and, Captain, \$5,000.

Section VIII: In addition to the foregoing, each new hire within the positions described Section V shall receive a two percent (2%) merit increase in salary at the completion of six (6) months of employment upon recommendation of the employee's Department Head, which Department Head shall submit a written evaluation with the recommendation for the merit increase.

Section IX: Non full-time employees shall be classified as one of the following: Temporary Employee, Seasonal Employee, Permanent Part-time Employee Under 1,000 Hours Annually, or Permanent Part-time Employee Over 1,000 Hours Annually. For purposes of determining whether a permanent part-time employee is less than or greater than 1,000 hours the number of hours shall be the expected hours worked or budgeted and not the number of hours actually worked during a given fiscal year.

The non full-time employees described within this Section shall not be eligible for nor receive any fringe benefits unless otherwise required or specified by law, except however that a permanent part-time employee over 1,000 hours shall receive prorated holiday (including birthday) benefits based upon the average number of hours worked each day and shall be entitled to participate in the Illinois Municipal Retirement Fund as provided by said Fund.

Mother or Father including including natural, step-mother & step-father or legal gaurdian
Mother or Father in-laws
Brother or Sister including half-and step-brothers & sisters
Brother or Sister in-laws
Grandparents including in-laws and step-grandparents
Grandchildren including step-grandchildren and grandchildren in law

Employee may take one (1) day Funeral Leave to attend the funeral or visitation in the event of the death of an Aunt or Uncle of the employee only (not spouse).

The City of Mt. Vernon complies with the Child Bereavement Leave Act. Eligible employees (as that term is defined in Section 101(2) of the Federal Family and Medical Leave Act, 29 U.S.C. 2601 et seq.) are entitled to take a maximum of 2 weeks (10 working days) of unpaid bereavement leave to: (a) attend the funeral or alternative to a funeral of a child; (b) make arrangements necessitated by the death of a child; or (c) grieve the death of a child. In the event of the death of more than one child in a 12-month period, an employee is entitled to up to a total of 6 weeks of bereavement leave during the 12-month period. Bereavement leave must be completed within 60 days after the date on which the employee receives notice of the death of the child. An employee is required to provide the City with at least 48 hours advance notice of the employee's intention to take bereavement leave unless providing such notice is not reasonable and practicable. The City may require reasonable documentation, including a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. An employee who is entitled to take paid or unpaid child-bereavement leave may elect to substitute any period of paid leave for an equivalent period of unpaid child-bereavement leave.

An employee shall provide satisfactory evidence of the death and of the employee's attendance at the funeral if so requested by the City. Funeral Leave may be extended at the discretion of the City Manager on a case-by-case basis and under the terms and conditions prescribed, including requiring the use of accumulated vacation days, personal days, and/or sick leave days.

Section XIV: Employees shall receive one (1) sick day per complete month, with a maximum accumulation of one hundred and twenty-five (125) days.

In addition, if an employee does not use sick leave during the calendar year and after the applicable maximum number of 125 sick leave days have been accumulated, one additional eight-hour day will be added to the maximum sick leave bank. In order for an employee to receive this benefit, no sick leave can be used during the calendar year.

An employee in good standing shall be compensated for one-half (1/2) of the employee's unused accumulated sick leave in the event of death while still an employee or upon retirement if on the date of retirement the employee (a) has completed twenty (20) years of service with the City or (b) is eligible to receive payment of benefits from the Illinois Municipal Retirement Fund or (c) is eligible to receive payment of benefits from the Policemen's Pension Fund or Fireman's Pension Fund. No sick leave shall be earned during periods of leave of absence.

death.

Section XV: Employees permanently and regularly assigned to perform duties at City Hall, 1100 Main Street, Mt. Vernon shall be entitled to parking privileges at the metered spaces upon the City parking lot immediately adjacent to the City Hall without placing coins into the meter. This free parking privilege shall be implemented by the City Manager by means of a parking sticker or other procedure, and this free parking privilege shall be conditioned upon the employee's full compliance with said procedure.

Section XVI: For purposes of implementing the City's existing policy of payment upon retirement of certain health insurance benefits for employees hired prior to May 1, 1987 and of certain sick leave benefits, the vesting date shall be the earlier of the following dates: (a) the date on which the employee completes twenty (20) years of service with the City or (b) the date on which the employee is eligible to receive payment of benefits from the Illinois Municipal Retirement Fund or (c) the date on which the employee is eligible to receive payment of benefits from the Policemen's Pension Fund or Fireman's Pension Fund. The benefits referenced above shall be payable only if the employee is not terminated or discharged for cause and shall be paid upon the employee's resignation (including retirement) from City service.

PASSED by the City Council of the City of Mt. Vernon, Illinois this 20th day of July, 2026.

APPROVED by the Mayor of the City of Mt. Vernon, Illinois this 22ND day of July, 2026.

APPROVED:

[Signature]
Mayor

ATTEST:

[Signature]
City Clerk

Published in pamphlet form on the 22ND day of July, 2026.

[Signature]
City Clerk

ILLINOIS FOP LABOR COUNCIL

and

CITY OF MOUNT VERNON

Patrol Officers

May 1, 2026 – April 30, 2030

Springfield - Phone: 217-698-9433 / Fax: 217-698-9487
Carol Stream - Phone: 708-784-1010 / Fax: 708-784-0058
Web Address: www.fop.org
24-hour Critical Incident Hot Line: 877-IFOP911



made by any member of the bargaining unit or other City employee represented by the Labor Council concerning the meaning, interpretation or application of any provision of the Agreement shall impose any obligation or duty or be considered to be authorized by or binding upon the City unless and until the City has agreed thereto in writing.

ARTICLE X - NO STRIKE-NO LOCKOUT

Section 10.1. No Strike

Neither the FOP nor any officers, agents or employees will instigate, promote, sponsor, engage in, or condone any strike, sympathy strike, secondary boycott, residential picketing, slow down, sit down, concerted stoppage of work, concerted refusal to perform overtime, or any other intentional interruption or disruption of the operations of the City at any location, regardless of the reason for so doing. Neither the FOP nor any employee shall refuse to cross a picket line while on-duty or being called to duty, by whoever established. Any or all employees who violate any of the provisions of this Article may be discharged or otherwise disciplined by the City, and the only issue that may be raised in any proceeding in which such discipline or discharge is challenged is whether or not the employee actually engaged in such prohibited conduct. The failure to confer a penalty in any instance is not a waiver of such right in any other instance nor is it a precedent. The FOP and its officers and representatives will cooperate with the City in taking whatever affirmative action is necessary to direct and urge any employee who violates this Article to return to work and to achieve a prompt resumption of normal operations.

Section 10.2. No Lockout

The City will not lock out any employees during the term of this Agreement as a result of a labor dispute with the FOP so long as there is good faith compliance by the FOP with this Article, unless the City cannot efficiently operate in whole or in part due to a breach of Section 10.1.

Section 10.3. Judicial Relief

Nothing contained herein shall preclude the Employer from obtaining a temporary restraining order, damages and other judicial relief as determined appropriate by the Court in the event the FOP or any employees covered by this Agreement violate this Article.

ARTICLE XI - HOLIDAYS

Section 11.1. Holidays

The following are recognized holidays for eligible employees:

New Year's Day	January 1
Martin L. King's Birthday	3 rd Monday in January
President's Day	3 rd Monday in February
Good Friday	Friday before Easter Sunday
Memorial Day	Last Monday in May
Juneteenth	June 19
Independence Day	July 4
Labor Day	1st Monday in September
Veterans' Day	November 11

Thanksgiving Day
Day after Thanksgiving
Christmas Eve
Christmas Day
New Year's Eve

4th Thursday of November
Day after 4th Thursday of November
December 24 (1/2 Day)
December 25
December 31(1/2 Day)

Section 11.2. Eligibility Requirements

Employees shall work all holidays when scheduled as part of their normal Departmental work schedule.

Section 11.3. Holiday Pay

In lieu of paid holiday leave, each eligible employee will receive as holiday pay 104 hours pay per year at his regular, straight-time hourly rate of pay. This pay will be distributed evenly and on a pro-rata basis on all paychecks for the year (i.e., 4.00 hours pay per paycheck).

Section 11.4. Work on a Holiday

Eligible employees who work on a holiday listed in Section 11.1 (except Christmas Eve and New Year's Eve) shall be compensated at the rate of one and one-half (1-1/2) times their regular rate of pay for regular hours worked in addition to the holiday pay received under Section 11.3. Eligible employees who work Christmas Eve or New Year's Eve shall be compensated at the rate of one and one-quarter (1-1/4) times their regular rate of pay for all hours worked in addition to the holiday pay received under Section 11.3. For purposes of this Section 11.4, holiday work premium pay will be received by any eligible employee whose work day begins during the calendar day of the holiday.

Section 11.5. Call-Back on Holidays

Employees shall be compensated at the rate of two (2) times their regular rate of pay for all hours worked when called back on a holiday, except as set forth in Section 11.6.

Section 11.6. Christmas Benefit

Employees in the detective, evidence officer and school officer assignment shall not be scheduled to work on the observed Christmas holiday unless specifically called in to do so, due to operational needs. In lieu of this benefit, detectives shall receive only ninety-six (96) hours of holiday leave pay as set forth in Section 11.3. But should they be called in to work on the Christmas holiday, they shall receive the additional eight (8) hours of pay, to total the full one hundred and four (104) hours. In the event that detectives are called in to work on the Christmas holiday, they shall be paid at time-and-one-half (1½), not the double-time rate set forth in Section 11.5.

ARTICLE XII - VACATIONS

Section 12.1. Eligibility and Allowances

As of January 1 of each calendar year, every employee shall be eligible for paid vacation time after the completion of one (1) year of continuous full-time employment with the City in a position covered by this Agreement. Employees shall start to earn vacation allowance as of their date of hire. Vacation allowances shall be earned monthly, based on the following schedule:

CHAPTER 6 ABSENCE FROM WORK

Restored employees are not entitled to the accrual of seniority or employment benefits during leave. Restored employees are also not entitled to any right, benefit, or position of employment other than any right benefit or position to which the employee would have been entitled had the employee not taken the leave.

The City of Mt. Vernon prohibits retaliation against an employee for exercising rights under this policy or under the Child Extended Bereavement Leave Act, for opposing a practice which the employee believes to be in violation of this policy or the Child Extended Bereavement Leave Act, or for supporting the exercise of the rights of another under this policy or the Child Extended Bereavement Leave Act.

This policy does not extend the maximum period of leave to which an employee is entitled under the federal Family and Medical Leave Act or under any other paid or unpaid leave provided under federal, State or local law, a collective bargaining agreement, or an employment benefits program or plan. If an employee takes leave under this Extended Child Bereavement Leave Policy, the employee is not entitled to take leave under the Family Bereavement Leave Policy because of the death of the same child.

SECTION 6.9 HOLIDAYS

The following holidays have been officially designated by the City Council as observed holidays. All non-union full-time employees shall be granted a day off on observed holidays and shall receive regular pay. Employees governed by an approved collective bargaining agreement shall observe those holidays as stated in said agreement.

Official Holidays	Day Observed
New Year's Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
Presidents' Day	Third Monday in February
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve Day (1/2 day)	December 24 (1/2 day)
Christmas Day	December 25
New Year's Eve Day (1/2 day)	December 31 (1/2 day)

Weekends

CHAPTER 6 ABSENCE FROM WORK

Employees who are seeking leave or another reasonable accommodation under this policy should contact Sascha Traxler in Human Resources at 618-242-6810 or by email hrdirector@mtvernon.com .

XVII. REFERENCE TO REQUIRED POSTING

The City of Mt. Vernon has posted in each department, a poster setting forth the relevant provisions of the Victims' Economic Security and Safety Act. The terms of that poster are incorporated in this policy document as if they were specifically set forth. Each employee is charged with familiarizing him/herself with the contents of that poster concerning all applicable employee rights and obligations under the Act.

SECTION 6.8 BEREAVEMENT LEAVE

Full-time employees may take up to three (3) days of paid bereavement leave for the death of a member of the employee's immediate family. Immediate family is defined as spouse, domestic partner or civil union partner, child, (natural, adopted, foster, or stepchild), sister, brother, parent (including natural, step-mother, step-father, or legal guardian), mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law, sister-in-law grandparents (including step grandparents and grand-parent -in-law) or grandchild (including step-grandchildren). The employee may take one (1) day off for the death of an aunt or uncle of the employee only (not spouse)

Family Bereavement Leave

This policy is intended to comply with the Illinois Family Bereavement Leave Act. Eligible employees (as that term is defined in Section 101(2) of the federal Family and Medical Leave Act, 29 U.S.C. 2601 et seq.) are also entitled to take a maximum of 2 weeks (10 working days) of unpaid bereavement leave for the reasons described below.

I. Employees may take leave for the following reasons relating to the death of a covered family member:

- (a) To attend the funeral or alternative to a funeral of a covered family member;
- (b) To make arrangements necessitated by the death of a covered family member; or
- (c) To grieve the death of a covered family member.

In the event of the death of more than one covered family member in a 12-month period, an employee is entitled to up to a total of 6 weeks of bereavement leave during the 12-month period.

CHAPTER 6 ABSENCE FROM WORK

When an employee takes leave for reasons listed under Paragraph I, above, the City of Mt. Vernon may require reasonable documentation, including a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency.

II. Employees may take leave for the following reasons relating to pregnancy, fertility, adoption, and surrogacy:

- (a) Due to a miscarriage;
- (b) Due to an unsuccessful round of intrauterine insemination or of an assisted reproductive technology procedure;
- (c) Due to a failed adoption match or an adoption that is not finalized because it is contested by another party;
- (d) Due to a failed surrogacy agreement;
- (e) Due to a diagnosis that negatively impacts pregnancy or fertility; or
- (f) Due to a stillbirth.

When an employee takes leave for reasons listed under Paragraph II, above the City of Mt. Vernon may require reasonable documentation including a Department of Labor form filled out by a health care practitioner who has treated the employee or the employee's spouse or domestic partner, or surrogate, for an event listed under Paragraph II, above, or documentation from the adoption or surrogacy organization that the employee worked with related to an event listed under Paragraph II certifying that the employee or his or her spouse or domestic partner has experienced an event listed under Paragraph II. The City of Mt. Vernon does not require that the employee identify which category of event under Paragraph II the leave pertains to as a condition of exercising the rights under this policy.

Bereavement leave under this policy must be completed within 60 days after the date on which the employee receives notice of the death of the covered family member or the date on which an event listed under Paragraph II occurs. An employee is required to provide the City of Mt. Vernon with at least 48 hours' advance notice of the employee's intention to take bereavement leave unless providing such notice is not reasonable and practicable.

For purposes of this policy, covered family members include an employee's child, stepchild, spouse, domestic partner, sibling, parent, mother-in-law, father-in-law, grandchild, grandparent, or stepparent.

For purposes of this policy, domestic partner includes the person recognized as the domestic partner of the employee under any domestic partnership or civil union law of a state or political subdivision of a state. Domestic partner also includes an unmarried adult person who is in a committed, personal relationship with the employee, who is not a domestic partner and not in such a relationship with any other person, or who the employee has designated as his or her domestic partner to his employer.

CHAPTER 6 ABSENCE FROM WORK

An employee who is entitled to take paid or unpaid leave, may elect to substitute any period of paid leave for an equivalent period of unpaid bereavement leave.

The City of Mt. Vernon prohibits retaliation against any employee who exercises his or her rights under this policy, opposes any practice that the employee believes to be in violation of this policy, or supports the exercise of rights of another under this policy.

This policy does not create a right for an employee to take unpaid leave that exceeds the unpaid leave time allowed under, or in addition to the unpaid leave time permitted by the federal Family and Medical leave Act of 1993.

EXTENDED CHILD BEREAVEMENT LEAVE POLICY

A full-time employee who has worked for the City of Mt. Vernon for at least 2 weeks is entitled to use a maximum of 6 weeks of unpaid leave if the employee experiences the loss of a child by suicide or homicide. Leave may be taken in a single continuous period or intermittently in increments of no less than 4 hours, but leave must be completed within one year after the employee notifies the City of Mt. Vernon of the loss.

For purposes of this policy, "child" means an employee's biological, adopted, or foster child, stepchild, legal ward, or a child of a person standing *in loco parentis*.

The City of Mt. Vernon requires the employee to provide reasonable advance notice of the employee's intention to take leave, unless providing such notice is not reasonable and practicable. The City requires that the employee provide it with reasonable documentation of the death, which may include a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or government agency. The documentation must include the cause of death.

An employee who is entitled to take paid or unpaid leave (including medical, sick, annual, personal, or similar leave) from employment, pursuant to federal, state or local law, a collective bargaining agreement, or an employment benefits program or plan may elect to substitute any period of such leave for an equivalent period of leave provided under this Act.

An employee who takes leave under this Act is entitled on return from such leave:

- (1) To be restored to the position of employment held by the employee when leave commenced; OR
- (2) To be restored to an equivalent position with equivalent employment benefits, pay and other terms and conditions of employment.

The taking of leave under this policy shall not result in the loss of any employment benefit accrued prior to the date on which leave commenced.

CHAPTER 6 ABSENCE FROM WORK

Restored employees are not entitled to the accrual of seniority or employment benefits during leave. Restored employees are also not entitled to any right, benefit, or position of employment other than any right benefit or position to which the employee would have been entitled had the employee not taken the leave.

The City of Mt. Vernon prohibits retaliation against an employee for exercising rights under this policy or under the Child Extended Bereavement Leave Act, for opposing a practice which the employee believes to be in violation of this policy or the Child Extended Bereavement Leave Act, or for supporting the exercise of the rights of another under this policy or the Child Extended Bereavement Leave Act.

This policy does not extend the maximum period of leave to which an employee is entitled under the federal Family and Medical Leave Act or under any other paid or unpaid leave provided under federal, State or local law, a collective bargaining agreement, or an employment benefits program or plan. If an employee takes leave under this Extended Child Bereavement Leave Policy, the employee is not entitled to take leave under the Family Bereavement Leave Policy because of the death of the same child.

SECTION 6.9 HOLIDAYS

The following holidays have been officially designated by the City Council as observed holidays. All non-union full-time employees shall be granted a day off on observed holidays and shall receive regular pay. Employees governed by an approved collective bargaining agreement shall observe those holidays as stated in said agreement.

Official Holidays	Day Observed
New Year's Day	January 1
Martin Luther King, Jr. Day	Third Monday in January
Presidents' Day	Third Monday in February
Good Friday	Friday before Easter
Memorial Day	Last Monday in May
Juneteenth	June 19th
Independence Day	July 4
Labor Day	First Monday in September
Veterans Day	November 11
Thanksgiving Day	Fourth Thursday in November
Day after Thanksgiving	Friday after Thanksgiving
Christmas Eve Day (1/2 day)	December 24 (1/2 day)
Christmas Day	December 25
New Year's Eve Day (1/2 day)	December 31 (1/2 day)

Weekends