

CITY OF WARRENVILLE
MEMO

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To: Mayor and City Council
From: Alma Morgan, Assistant City Administrator 
Subject: PROPOSED FY 2026 NON-UNION EMPLOYEE INCREASES
Date: March 18, 2025

Staff annually presents specific personnel and compensation changes for the coming fiscal year for City Council consideration. The FY 2026 proposed budget includes a 4.0% increase for all non-represented full and part-time employees.

Per City council direction and past practice, the annual market (cost of living) increases for the non-represented employees are determined by balancing certain benchmarks (see below). These factors are considered for the recommendation of the increase. The balancing of these benchmarks is important to maintain internal equity between union and non-union employees, and to remain competitive with other municipalities so the City of Warrenville can continue to attract and retain quality and skilled employees.

The following benchmarks are used to guide the determination of the appropriate market adjustment for the City's non-union employees:

- a) The December 2024 U.S. Consumer Price Wage Index for the Chicago-Gary area (CPI-W) was 4.0%.
- b) The bi-annual salary survey for non-union employees was conducted during FY 2025. The survey showed the pay ranges for all positions were within the median for comparable communities.
- c) Historic information on the three City union employee contractual COLA and step increases and non-union employee increases is attached for comparative purposes (Exhibit A).

Merit increases: (information only – no action required)

Eligible non-represented full-time employees also may receive merit increases directly related to the individual employee's performance appraisal rating. Because the merit increase system is an established and Council-approved program, no additional Council action is required.

Requested Action: Recommend the City Council approve the 4.0% market-based (cost of living) increase for non-union employees as included in the FY 2026 Budget.

Comparison of Union and Non-union Employee Increases

The following is provided for reference.

Non-Union Employees

FY 2022 (May 1, 2021) COLA = 1.1%

FY 2023 (May 1, 2022) COLA = 4%

FY 2024 (May 1, 2023) COLA = 5.2%

FY 2025 (May 1, 2024) COLA = 3.4%

FY 2026 (May 1, 2025) COLA = 4% proposed

Public Works Employees

FY 2022 (May 1, 2021) COLA = 2%

Step Increase (employment anniversary) = 4.38% annually to top of range

FY 2023 (May 1, 2022) COLA = 2%

Step Increase (employment anniversary) = 4.38% annually to top of range

FY 2024 (May 1, 2023) COLA = 2.5%

Step Increase (employment anniversary) = 4.38% annually to top of range

FY 2025 (May 1, 2024) COLA = 4%

Step Increase (employment anniversary) = 4.38% annually to top of range

FY 2026 (May 1, 2025) COLA = 3%

Step Increase (employment anniversary) = 4.38% annually to top of range

Comparison of Union and Non-union Employee Increases

Patrol Officers

FY 2022 (May 1, 2021) COLA = 4%

Step Increase (employment anniversary) = 5.56% annually to top of range

FY 2023 (May 1, 2022) COLA = 0%

Step Increase (employment anniversary) = 5.56% annually to top of range

FY 2024 (May 1, 2023) COLA = 8%

Step Increase (employment anniversary) = 5.56% annually to top of range

FY 2025 (May 1, 2024) COLA = In negotiations

Step Increase (employment anniversary) = 5.56% annually to top of range

FY 2026 (May 1, 2025) COLA = In negotiations

Step Increase (employment anniversary) = 5.56% annually to top of range

Police Sergeants

FY 2022 (May 1, 2021) COLA = 4%

Step Increase (May 1) = 1.7% annually to top of range

FY 2023 (May 1, 2022) COLA = 0.79%

Step Increase (May 1) = 1.7% annually to top of range

FY 2024 (May 1, 2023) COLA = 8%

Step Increase (May 1) = 1.7% annually to top of range

FY 2025 (May 1, 2024) COLA = 0.45%

Step Increase (May 1) = 1.7% annually to top of range

FY 2026 (May 1, 2025) COLA = Based on Police Officer contract

Step Increase (May 1) = 1.7% annually to top of range