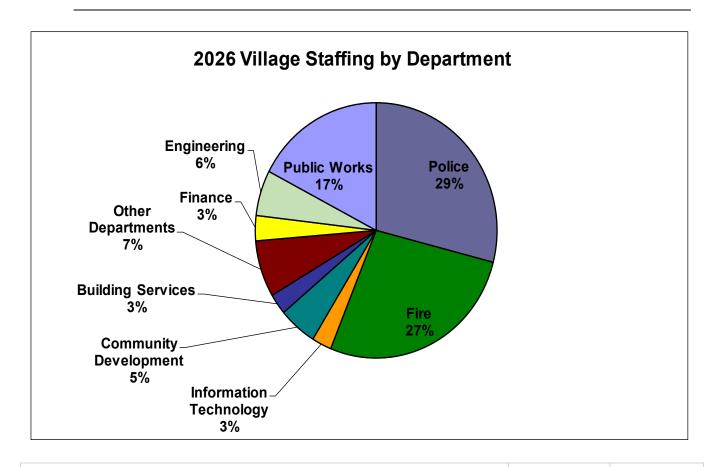
# PERSONNEL SUMMARY



Departmental Staffing Summar	ƴ - FY2024 t	o FY2026		
Full-Time Equivalent (FTE)				
Position Title	2024	2025	2026	Change
Village Clerk's Office	3.00	3.00	3.00	-
Village Manager's Office	8.00	8.00	7.50	(0.50)
Legal	4.00	4.00	4.00	-
Building Services	7.25	8.25	8.25	-
Human Resources	3.00	3.00	3.00	-
Information Technology	8.25	8.25	8.25	-
Finance	10.00	10.00	10.00	-
Engineering	-	18.08	18.08	-
Public Works	71.50	54.42	54.42	-
Community Development	15.50	15.50	16.00	0.50
Police Department	90.00	90.00	91.00	1.00
Fire Department	85.00	85.00	85.00	_
Communications	4.00	4.00	5.00	1.00
Total	309.50	311.50	313.50	2.00

Department	Position Title	2024	2025	2026	Change
Clerk's Office	Village Clerk	1.00	1.00	1.00	-
	Deputy Village Clerk	1.00	2.00	2.00	-
	Clerk	1.00	-		-
	Total: Clerk's Office	3.00	3.00	3.00	-
Manager's Office	Village Manager	1.00	1.00	1.00	-
J	Deputy Village Manager	1.00	1.00	1.00	-
	Emergency Management Coordinator	1.00	1.00	1.00	-
	Environmental Sustainability Coordinator	1.00	1.00	1.00	-
	Management Analyst	2.00	1.00	-	(1.00)
	Assistant to the Village Manager	-	1.00	1.00	-
	Social Worker	1.00	1.00	1.00	-
	Administrative Assistant I	-	-	0.50	0.50
	Business Systems Administrator	1.00	1.00	1.00	-
	Total: Manager's Office	8.00	8.00	7.50	(0.50)
	<b>3</b>		-		(0100)
Legal	Village Attorney	1.00	1.00	1.00	-
	Asst Village Attorney	1.00	1.00	1.00	_
	Risk Manager	1.00	1.00	1.00	
	Legal Secretary	1.00	-	-	_
	Administrative Assistant III -		1.00	1.00	
	Total: Legal Department	4.00	4.00	4.00	
	rotali Logai Department	4.00	-	4.00	
Building Services	Building Services Manager	1.00	_	1.00	1.00
	Facilities Superintendant	-	1.00	-	(1.00)
	Building Maintenance Technician II	2.00	2.00	1.00	(1.00)
	Building Maintenance Technician I	-	1.00	2.00	1.00
	Building Maintenance Worker II	1.00	1.00	1.00	-
	Building Maintenance Worker I	3.00	3.00	3.00	-
	Seasonal - Maintenance	0.25	0.25	0.25	-
	Total: Building Services	7.25	8.25	8.25	-
	Totali Ballaning Controls		0.20	0.20	
Human Resources	Human Resources Director	1.00	1.00	1.00	_
	Assistant Human Resources Director	1.00	1.00	1.00	_
	HR Specialist	1.00	1.00	1.00	_
	Total: Human Resources	3.00	3.00	3.00	-
Information	Totali Hamaii Roodal doo	0.00	0.00	0.00	
Technology	Information Technology Director	1.00	1.00	1.00	_
roomiology	Asst. Information Technology Dir.	1.00	1.00	-	(1.00)
	Systems Administrator	1.00	1.00	1.00	(1.00)
	Public Safety Systems Administrator II	1.00	1.00	1.00	
	IT Innovation Manager	1.00	1.00	1.00	
	GIS Coordinator	1.00	1.00	1.00	<u>-</u>
	GIS Technician	2.00	2.00	2.00	<u>-</u>
		2.00	2.00	1.00	1.00
	Systems Technician IT Intern	0.25	0.25	0.25	1.00
					-
	Total: Information Technology	8.25	8.25	8.25	-

Department	Position Title	2024	2025	2026	Change
Finance	Finance Director	1.00	1.00	1.00	-
	Assistant Finance Director	1.00	1.00	1.00	-
	Finance Manager	1.00	1.00	1.00	-
	Grants Coordinator	1.00	1.00	1.00	-
	Accounting Supervisor	-	1.00	1.00	-
	Accountant	1.00	-	-	
	Payroll Coordinator	1.00	1.00	1.00	-
	Utility Billing Specialist	1.00	1.00	1.00	-
	Accounting Specialist I	2.00	2.00	2.00	-
	Cashier	1.00	1.00	1.00	-
	Total: Finance	10.00	10.00	10.00	-
Engineering	Director of Engineering		1.00	1.00	_
gg	Transportation Manager		1.00	1.00	_
	Engineering Manager		1.00	1.00	_
	Stormwater Administrator		0.50	0.50	_
	Staff Engineer II		3.00	4.00	1.00
	Staff Engineer I		3.00	2.00	(1.00)
	Administrative Assistant II		1.00	1.00	- (1.00)
	Administrative Assistant III		0.25	0.25	_
	Seasonal - Engineering		1.00	1.00	_
	Public Works Technician I	_	2.00	2.00	_
	Public Works Technician II		4.00	4.00	-
	Management Analyst		0.33	0.33	-
	Total: Engineering	-	18.08	18.08	-
Public Works	Dublic Manks Dineston	4.00	4.00	1.00	
Public Works	Public Works Director	1.00	1.00	1.00	
	Director of Engineering Assistant Public Works Director	2.00	-	2.00	-
	Streets Superintendent	1.00	2.00 1.00	2.00 1.00	
	Transportation Manager	1.00	-	1.00	
	Engineering Manager	2.00	-		
	Stormwater Administrator	1.00	-		
	Fleet Services Manager	1.00	1.00	1.00	
	Village Forester	1.00	1.00	1.00	
	Street Manager	1.00	1.00	1.00	_
	Water Manager	1.00	1.00	1.00	_
	Water Supervisor	1.00	1.00	1.00	_
	Staff Engineer II	3.00	-		_
	Staff Engineer I	2.00	_		_
	Pavement Supervisor	1.00	1.00	1.00	_
	Administrative Assistant	1.00	-		_
	Administrative Secretary II	2.00	-	_	_
	Administrative Assistant II	_	1.00	1.00	_
	Administrative Assistant III	-	0.75	0.75	-
	Seasonal - Engineering	1.00	-	="	-
	Seasonal - Field	2.00	2.50	2.50	-
	Public Works Technician I	4.00	-	-	-
	Maintenance Worker II	8.00	7.00	7.00	-
	CAD Technician	1.00	1.00	1.00	
	Assistant Village Forester	1.00	1.00	1.00	-
	Fleet Maintenance Technician	5.00	5.00	5.00	-
	Fleet Shop Assistant / Porter	-	1.00	1.00	_
	Public Works Technician II	1.00	-	-	-
	Maintenance Worker I	19.00	19.00	19.00	-
	Water Production Specialist	1.00	1.00	1.00	-
	Materials Coordinator	1.00	1.00	1.00	-
	Public Works Technician - AMR	1.00	1.00	1.00	-
	Public Service Specialist	2.50	2.50	2.50	
	Management Analyst	1.00	0.67	0.67	
	Total: Public Works	71.50	54.42	54.42	-

# VILLAGE OF DOWNERS GROVE

# PERSONNEL SUMMARY

Department	Position Title	2024	2025	2026	Change
Community	Community Development Director	1.00	1.00	1.00	-
Development	Building Division Manager	1.00	1.00	1.00	-
•	Planning Manager	1.00	1.00	1.00	-
	Senior Project Manager	1.00	1.00	1.00	-
	Project Manager	1.00	1.00	1.00	-
	Development Engineer	2.00	2.00	2.00	-
	Senior Planner	1.00	1.00	1.00	-
	Planner	1.00	1.00	1.00	-
	Inspector	1.50	1.50	1.50	_
	Code Compliance Officer	2.00	2.00	2.00	-
	Administrative Assistant III	1.00	1.00	1.00	-
	Administrative Secretary II	2.00	-	-	-
	Administrative Assistant II	-	2.00	2.00	-
Police	Engineering Intern	-	-	0.25	0.25
	Planning Intern	_	-	0.25	0.25
	Total: Community Development	15.50	15.50	16.00	0.50
Police	Police Chief	1.00	1.00	1.00	-
	Deputy Police Chief - Operations	1.00	1.00	1.00	-
	Deputy Police Chief - Support Services	1.00	1.00	1.00	-
	Deputy Police Chief - Special Services	1.00	1.00	_	(1.00)
	Police Lieutenant	3.00	3.00	4.00	1.00
	Police Sergeant	10.00	10.00	10.00	_
	Support Services Manager	1.00	1.00	1.00	_
	Police Services Technician	1.00	1.00	1.00	_
	Training Coordinator	1.00	1.00	1.00	_
Police	Records Supervisor	1.00	1.00	1.00	_
	Admin Spec/Purchasing Supervisor	1.00	-	-	_
	Administrative Assistant III	-	1.00	1.00	_
	Management Analyst-Records	1.00	1.00	1.00	-
	Public Education Specialist	1.00	1.00	1.00	-
	CSO Supervisor	1.00	1.00	1.00	-
	Case Records Specialist	1.00	1.00	1.00	_
	Court/Property Control Officer	1.00	1.00	1.00	_
	Administrative Secretary II	1.00	-		_
	Administrative Assistant II	-	1.00	1.00	_
	Community Service Officer II	2.00	2.00	2.00	-
	Investigative Aide	1.00	1.00	1.00	_
	Records Specialist	3.00	3.00	3.00	_
	Community Service Officer I	1.00	1.00	2.00	1.00
	Police Officer	55.00	55.00	55.00	-
	Total: Police	90.00	90.00	91.00	1.00

# VILLAGE OF DOWNERS GROVE

# PERSONNEL SUMMARY

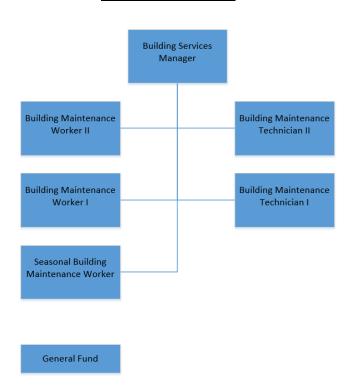
	Total Village Staffing	309.50	311.50	313.50	2.00
	Total: Communications	4.00	4.00	5.00	1.00
	Media Public Relations Specialist	1.00	1.00	1.00	-
	Communication Specialist	-	-	1.00	1.00
	Production Coordinator	1.00	1.00	1.00	-
	Media Production Supervisor	1.00	1.00	1.00	-
Communications	Communications Director	1.00	1.00	1.00	-
	Total: Fire	85.00	85.00	85.00	-
	Firefighter-Paramedic	58.00	58.00	58.00	-
	Fire Lieutenant	12.00	12.00	12.00	-
	Administrative Assistant II	-	3.00	3.00	-
	Administrative Secretary II	3.00	-	-	-
	Fire Inspector	1.00	1.00	1.00	-
	Fire Inspector/Plan Reviewer	1.00	1.00	1.00	-
	Public Education Specialist	1.00	1.00	1.00	-
	Division Chief-Fire Prevention	1.00	1.00	1.00	-
	Battalion Chief-Training	1.00	1.00	1.00	-
	Battalion Chief	3.00	3.00	3.00	-
	Deputy Fire Chief - Support Services	1.00	1.00	1.00	-
	Deputy Fire Chief - Administration	1.00	1.00	1.00	-
	Deputy Fire Chief - Operations	1.00	1.00	1.00	-
Fire	Fire Chief	1.00	1.00	1.00	-

# Staffing Plan: Full-Time Equivalent (FTE) Positions - Non General Fund

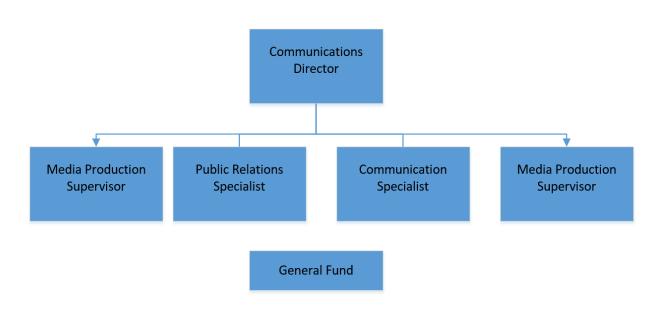
Fund	Position	2024	2025	2026
Capital Projects Fund	GIS Specialist	0.25	0.25	0.25
	Administrative Assistant III	0.50	0.50	0.50
	Engineering Manager	_	0.50	0.50
	PW Technician - Engineering	1.00	1.00	1.00
	PW Seasonal - Engineering	1.50	1.50	1.50
	PW Technician II	1.00	1.00	1.00
	Staff Engineer II	2.00	2.00	2.00
	PW Management Analyst	0.33	0.33	0.33
	Subtotal	6.58	7.08	7.08
Major Buildings Fund	Facilities Superintendant	_	1.00	
major Bananigo i ana	Subtotal	_	1.00	_
	Gustatui		1.00	
Stormwater Fund	Maintenance Worker I	5.00	5.00	5.00
Otormwater r una	Maintenance Worker II	2.00	2.00	2.00
	PW Technician	0.50	0.50	0.50
	GIS Technician	0.50	0.50	0.50
	Engineering Manager	0.50	0.50	0.50
	Stormwater Administrator	1.00	1.00	1.00
		1.00	1.00	1.00
	Street Division Manager			
	Staff Engineer I	1.00	1.00	1.00
	Staff Engineer II	0.50	0.50	0.50
	PW Technician II	1.00	1.00	1.00
	PW Management Analyst	0.33	0.33	0.33
	Subtotal	12.83	13.33	13.33
Parking Fund	CSO I	1.00	1.00	1.00
	CSO II	1.40	1.40	1.40
	Subtotal	2.40	2.40	2.40
Water Fund	Utility Billing Specialist	1.00	1.00	1.00
	Admin Assistant II	0.50	0.50	0.50
	Finance Manager	0.25	0.25	0.25
	GIS Technician	0.50	0.50	0.50
	GIS Coordinator	0.25	0.25	0.25
	PW Technician	1.50	1.50	1.50
	Maintenance Worker I	6.00	6.00	6.00
	Maintenance Worker II	2.00	2.00	2.00
	Manager, PW Water Supply	1.00	1.00	1.00
	Water Supervisor	1.00	1.00	1.00
	PW Seasonal	1.00	1.00	1.00
	PW Tech - Water, AMR	1.00	1.00	1.00
	Staff Engineer I	1.00	1.00	1.00
	Staff Engineer II	1.00	1.00	1.00
	Water Production Specialist	1.00	1.00	1.00
	PW Management Analyst	0.33	0.33	0.33
	Subtotal	19.33	19.33	19.33
Fleet Services Fund	Fleet Services Manager	1.00	1.00	1.00
	Fleet Maintenance Technician	5.00	4.00	4.00
	Fleet Shop Assistant / Porter	-	1.00	1.00
	Admin Assistant II	0.50	0.50	0.50
	Subtotal	6.50	6.50	6.50
Diale Managere	Risk Manager	1.00	1.00	1.00
Risk Management Fund	Subtotal	1.00	1.00	1.00
	Gubtotai	1.00	1.00	1.00
Health Insurance Fund	Asst. Human Resources Director	-	0.50	0.50
	HR Generalist	0.50	-	-
	Subtotal	0.50	0.50	0.50
	Total	49.14	51.14	50.14

# **Department Organization Charts**

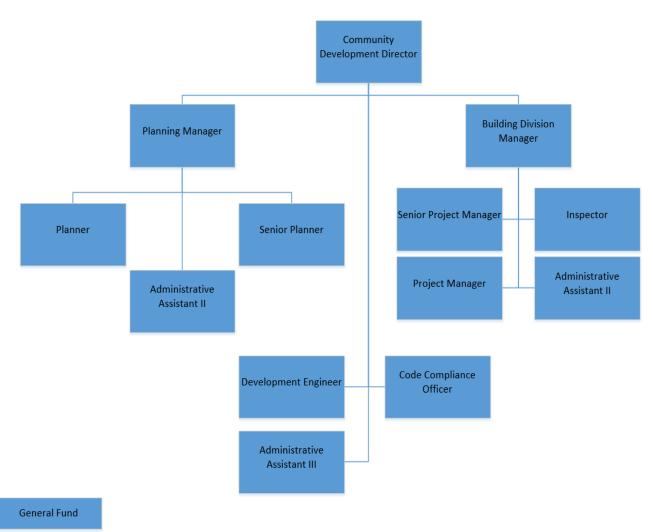
### **Building Services**



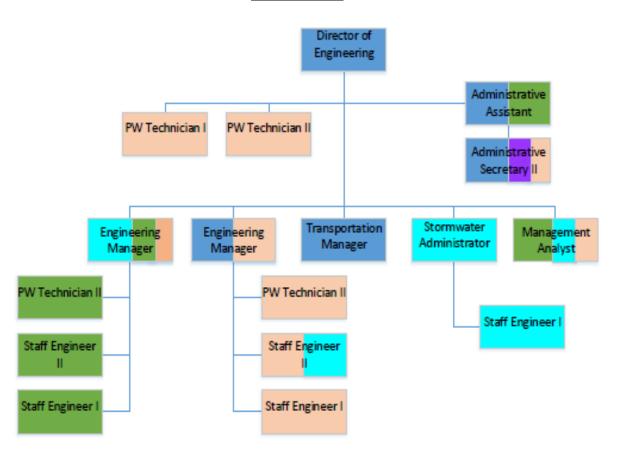
#### **Communications**

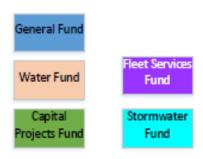


# **Community Development**

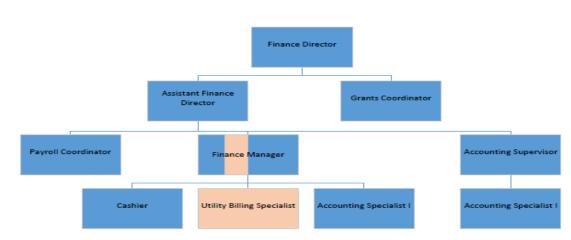


### **Engineering**

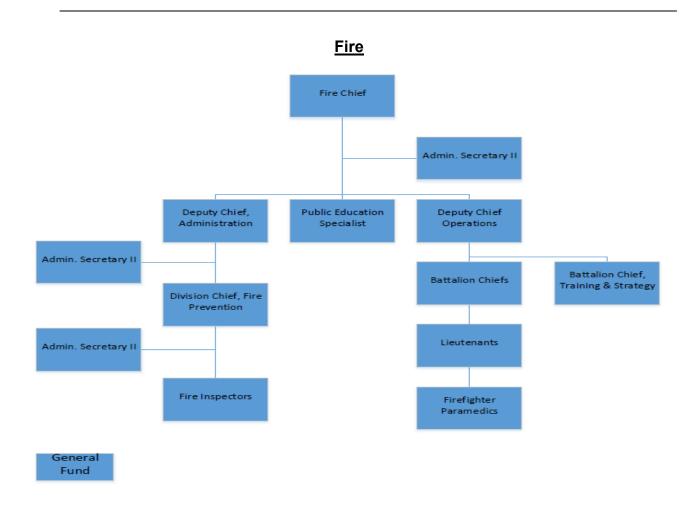




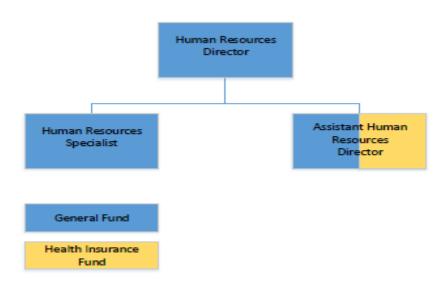
### **Finance**

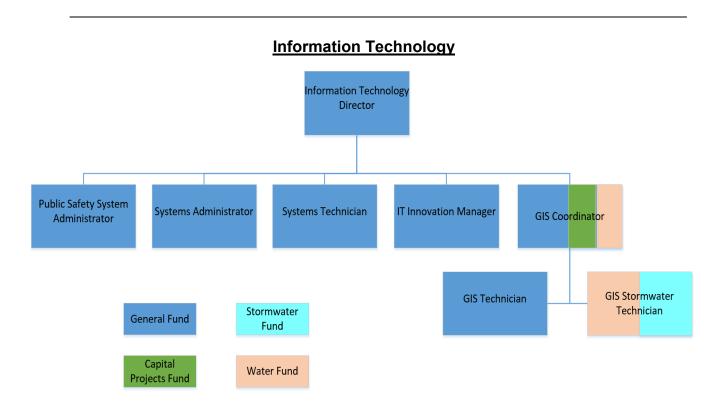


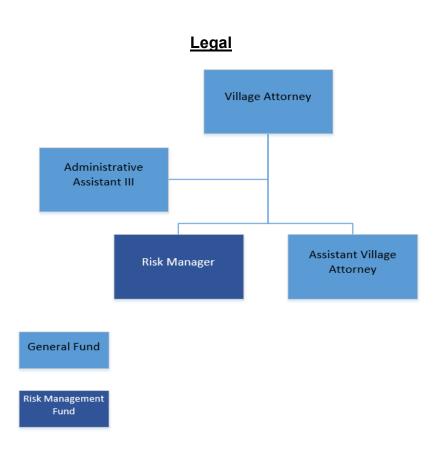
General Fund
Water Fund



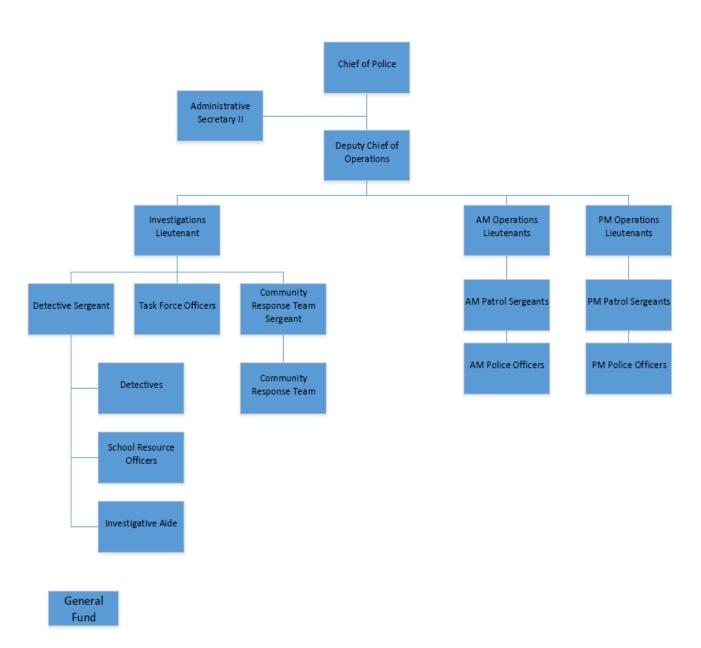
#### **Human Resources**



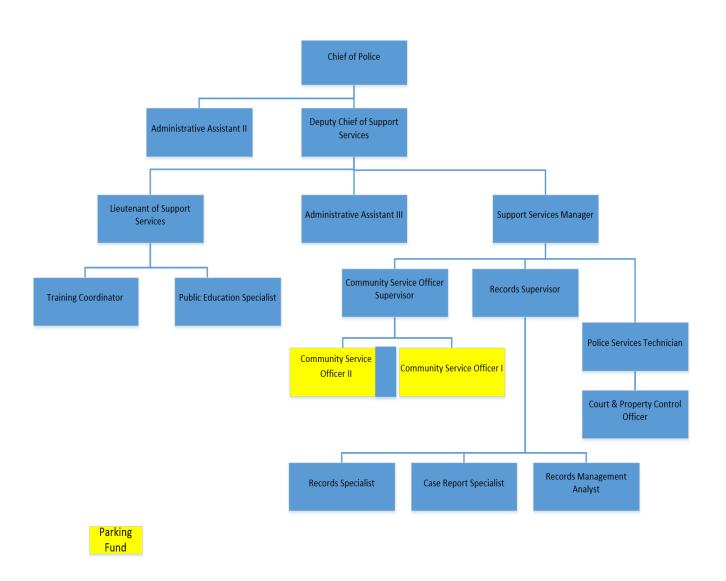




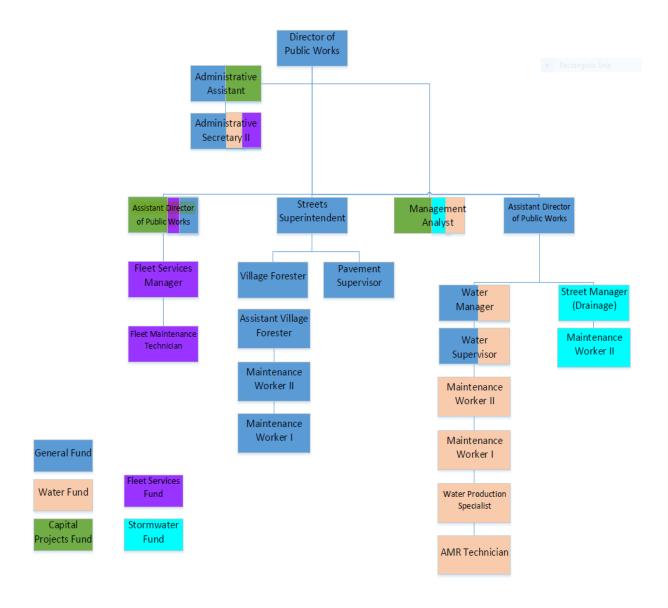
### **Police Department: Operations**



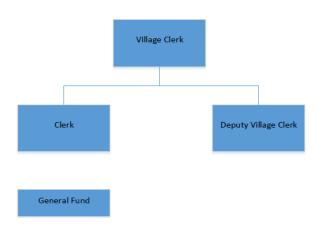
### **Police Department Support Services**



#### **Public Works**



# Village Clerk's Office



# Village Manager's Office

