



## Agenda Memo

Crest Hill, IL

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<b>Meeting Date:</b>	May 4, 2026
<b>Submitter:</b>	Blaine Wing, City Administrator Ashley Monroe, Assistant City Administrator/HR Director
<b>Department:</b>	Administration & HR
<b>Agenda Item:</b>	Approve an Ordinance Approving Officer and Employee Salaries for Fiscal Year 2026-2027

**Summary:** Administration and HR presented to City Council initial COLA and Merit adjustments for non-union employees on April 13<sup>th</sup>. During that meeting it was explained that the proposed COLA followed the City's 2.0% maximum, which is the lower of the CPI and 2.0%. Additionally, staff provided information regarding the merit range and explained that 0% to 3% range was recommended. Finally, it was noted that as of June 3, 2025, that for non-union employees hired or promoted, they were informed in writing that their evaluation would be completed annually based on their hire or promotion date. (This is a change from previous years, where employees were evaluated and adjusted on the City's budget cycle.)

On April 27<sup>th</sup>, Administration, HR, and directors who had employees with evaluations completed, provided additional information and answered City Council questions. Administration and HR also provided the final merit recommendations based on the long evaluation form.

**Recommended Council Action:** Approve the attached ordinance and attachment effective May 1, 2026, which includes a 2.0% COLA for the non-union employees listed in the attachment, as well as the merit increases for employees with May 1, 2025 to April 30, 2026 evaluation periods. All other non-union employees will receive their evaluations annually based on their hire or promotion dates, and those will be discussed with City Council prior to any merit adjustments.