



TOWNSHIP OF SCHAUMBURG
1 Illinois Boulevard, Hoffman Estates, IL 60169
Upper Level – Board Room
COMMITTEE OF THE WHOLE

May 20, 2026
7:00 PM

Teams Join Online: <https://teams.microsoft.com/meet/25498186505215?p=4VpVdfUgs9z03ARJ6B>

ID: 254 981 865 052 15

Passcode: pT9rX9qJ

The Township Board room is open during the meeting for public attendance but is subject to limited capacity. The Township will stream a live video of the meeting in the Township Board room. Public comment is afforded on the conference line via Microsoft Teams. The public may also submit written comments prior to the meeting, which will be read by the Supervisor at the public meeting. We are requiring members of the public who wish to comment live or submit written comments at this meeting to the Township Administrator, Melissa Williams mwilliams@schtwn.org at least one hour before the start of the meeting.

- I. **Call to Order / Pledge of Allegiance / Roll Call**
- II. **Public Comment**
(Remarks limited to three minutes)
- III. **Presentation**
Efficiency Study, Trustee Pirovano, Sebastian Picasso.
- IV. **Approval of the Minutes**
 - A. Approval of the Minutes of April 15, 2026, Committee of the Whole.
- V. **Old Business**
 - A. Cost of Living Adjustment (COLA) procedure discussion
 - a. Merit increases parameters
 - i. Salary Data from HR.
- VI. **New Business**
- VII. **Announcements**
 - May 25, 2026 – Township Closed ~ Memorial Day
 - May 27, 2026 - Regular Meeting of the Board, 7pm
 - June 17, 2026 - Committee of the Whole, 7pm
 - June 19, 2026 – Township Closed, Juneteenth
 - June 20, 2026 – Community Shred Event, 8am – 10am

Any person who has a disability requiring an auxiliary aid or service for effective communication or a reasonable accommodation to participate in a Township meeting should contact Becky Cordes, ADA Coordinator and Director of Disability and Senior Services, by telephone at (847)285-4542 or by email at bcordes@schtwn.org, as soon as possible and at least 48 hours before the scheduled meeting.

June 20, 2026 — Juneteenth Celebration, Harper College, Kenneth & Catherine Ender Pavilion 1 - 6pm
June 24, 2026 – Regular Meeting of the Board, 7pm

VIII. Executive Session

IX. Adjournment

**MINUTES OF THE
TOWNSHIP OF SCHAUMBURG-COMMITTEE OF THE WHOLE
STATE OF ILLINOIS
Cook County
Town of Schaumburg**

THE BOARD OF TOWN TRUSTEES met at the office of the Town Clerk located at One Illinois Boulevard, Hoffman Estates, IL 60169, on April 15, 2026.

Supervisor Heneghan called the Public Meeting to order at 7:00 p.m., followed by the Pledge of Allegiance.

Roll Call by Clerk Reed: Members Present: Timothy M. Heneghan Supervisor, Trustee Holly Fath (arrived 7:06 p.m.), Demetrius Gibson, Trustee Tom Pirovano.

Non-voting board member present: Kathleen Reed, Clerk

Voting Board Members absent: Trustee Robert Fiorio, unexcused absence.

Other Participants. Melissa Williams, Patti Dionesotos, Melvin Maldonado, Katy Trent, Annette White, Diana Nelson, Katy Trent, Mishelle O'Regan, and Victor Morales.

No public comments.

Old Business

North Entrance Renovation Updates

Hoffman Estates contractor and architect are meeting next week. The village has items everything in order. The parking lot will be ADA compliant. We will still have 80% of the money available. We have all the signage for construction. There is a big push to get the front entrance done. The north entrance construction will begin in the summer, but no later than by the end of fall. Trustee Pirovano questioned the availability of parking during the construction. We will encourage residents to use township buses or share rides with other residents.

Achievit Update

Discussed the progress of this software program. There will be a visual pie chart. The target roll out is May 2026.

New Business

Request for Board Expectations (initiated by Trustee Pirovano)

1. Consider changing board and COW meetings to 6:00 p.m. rather than 7:00 p.m. Department heads work 12 hours, when there are meetings and special events. They want to spend more time with their families.
2. Read the Board Packets prior to the meeting, familiarize themselves with matters prior to the meeting. Sign documents prior to leaving meeting. We want to avoid last minute discussions and

feedback (i.e., “we should”). Patti questioned the necessity of monthly Board packets once Achieveit rolls out.

3. Township Events: Attend township events. Let department heads know in advance when we are going to events.
4. Get to know residents and employees. Ask residents if they are happy with the township.
5. Use social media to advertise for the township. Share posts on our Facebook and LinkedIn pages.
6. COW meetings: Do we need to hold consecutive COW meetings? We discuss the same matters with no resolution.

Efficiency Study, Trustee Pirovano update

Trustee Pirovano discussed our efficiency study focusing on the differences between townships, focusing on what our residents get for their tax dollars compared to other townships. He read letters from township residents. Each department prepared metrics. Most items in the study (other than notary services), ranked between 9 and 10 on a 10-point scale.

Employment Services

Twenty-two residents received help with preparing resumes. Workshop on 04/18/26 assisting residents with resume preparation was successful. We will have a job fair in the fall.

Announcements and Upcoming Meetings:

- April 22, 2026-Regular Meeting of the Board-7pm
- April 25, 2026 – Community Clean Up (Home Depot donated supplies)
- May 20, 2026-Committee of the Whole-7pm
- May 25, 2026-Township Closed-Memorial Day
- May 27, 2026-Regular Meeting of the Board-7pm

ADJOURNMENT

There being no further business, Trustee Gibson moved to adjourn the meeting at 8:42 p.m. and seconded by Trustee Fath. Approved by unanimous roll call vote. **Motion carried.**

Approval Certification I hereby certify the approval of the foregoing Minutes of the Township of Schaumburg
Clerk
Date



2026 COMPENSATION BENCHMARKING

& Market Alignment Analysis

A comparative review of Schaumburg Township compensation, peer market alignment, and workforce sustainability.

Prepared For:
Schaumburg Township
Board of Trustees

May 2026





01

Executive Summary

This report evaluates the current compensation structure of Schaumburg Township, relative to a defined peer group of comparable townships, including **Palatine Township, Hanover Township, Wheeling Township, and Elk Grove Township.**

Data is synthesized from **OpenTheBooks**, the **Illinois Comptroller's Office**, and current internal payroll projections.

The primary objective is to identify structural misalignments that may impact talent retention, morale, and the Township's ability to maintain high-level service delivery.

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How do we preserve a competitive, sustainable, compensation structure while maintaining responsible stewardship of public funds?

Benchmarking Definitions

Tier 1: Primary Comparison Group (Core Peers)

Includes: Palatine, Hanover, Wheeling, and Elk Grove Townships

Definition: Townships most comparable to Schaumburg based on:

- Geographic proximity (northwest suburban Cook County)
- Similar population size
- Comparable service delivery models (social services, transportation, general assistance, etc.)

Purpose:

- Primary benchmark for market alignment
- “Apples-to-apples” comparison group

Tier 2: Secondary Comparison Group (Market Validation)

Includes: Maine, Bloomingdale, and Leyden Townships

Definition: Townships with similar size and service scope, but slight variations in:

- County (DuPage vs Cook)
- Demographics or service demand

Purpose:

- Validates that observed trends are consistent beyond immediate peers
- Strengthens credibility of findings

Tier 3: Contextual Comparison Group (Market Range Anchors)

Includes: Niles and Addison Townships

Definition: Townships included to provide additional context for:

- Broader salary ranges
- Organizational structure differences

Purpose:

- Establishes upper and lower bounds of the market
- Provides additional context without driving primary conclusions

Note: Tier 1 Townships serve as the primary benchmark group, while Tier 2 and Tier 3 provide validation and broader market context to ensure findings are both accurate and defensible.

03

Comparative Analysis by Employment Category

Category	Schaumburg Range	Tier 1 Avg. (Peers)	Market Status
Township Administrator	~\$147K - \$157K	\$130K - \$191K+	Aligned / Competitive
Department Leadership	\$64K - \$110K	\$75K - \$135K	Compression Concern
Assistant Directors & Coordinators	\$66K - \$92K	\$70K - \$100K	Generally Aligned
Administrative	\$53K - \$55K	\$50K - \$65K	Market Aligned
Program / Casework	\$51K - \$76K	\$65K - \$105K	Competitive in Some Areas / Below Upper Peer Range

Note: Department Leadership includes department heads and functional leaders across Community Relations, Human Resources, Welfare Services, Disability & Senior Services, Administrative Services, and Transportation. Categories are based on functional responsibility and organizational impact, rather than title alone. Human Resources is included in this category due to its role as a standalone Township function.

Timing Disclaimer:

Data was gathered in February 2026 using the most recent publicly available information. Peer township budgets and compensation reports were not yet finalized, so comparisons primarily reflect FY 2025/2026 data. Because Schaumburg finalizes its budget earlier, FY 2026 actuals and FY 2027 projections were available for internal comparison.

01. Leadership Compression & Ceiling Suppression

A comparative analysis of the department leadership tier and specialized coordination roles reveals a clear market gap at both the entry and top-end of the scale.

- **Entry Floor:** Schaumburg's current leadership floor begins at **~\$64K**, whereas peer townships establish a floor closer to **\$80K-\$85K** for comparable department-head and professional management functions.
- **Ceiling Suppression:** Peer townships maintain leadership ceilings between **\$185K-\$200K**, whereas Schaumburg's current structure caps at **\$145K-175K**, creating a "stagnation trap" for senior leadership talent.

02. The Caseworker Retention Gap

While recent adjustments have improved the ceiling for Program and Caseworker roles to \$75K, a persistent deficit remains for senior specialists compared to Tier 1 peers.

- **Observation:** Peer townships are increasingly positioning "Social Worker" and "Case Manager" roles with a **\$90K+ ceiling** for senior staff.
- **Impact:** This creates a high risk of "poaching" by neighboring districts as staff reach the upper bounds of the Schaumburg range.

03. Internal Professional Compression

Specialized roles and coordination positions show significant internal compression, meaning their compensation is positioned too close to administrative/clerical roles.

- **Observation:** In Tier 1 townships, specialized professional roles typically command a **25-50% premium** over administrative support. In Schaumburg, that differential is noticeable narrower.
- **Impact:** This erosion of "value-spread" makes it difficult to recruit for roles requiring specific certifications or high-level liability oversight, as the pay does not reflect the increased professional responsibility.

Strategic Recommendations

05

Realign Department Leadership Floor

Adjust the minimum salary for Department Directors and professional management coordinators to align more closely with the Tier 1 market floor of **\$80,000** to ensure internal equity and external competitiveness.

Formalize Professional Tiers

Transition specialized and program coordination roles into a structured professional pay grade that is distinct from Administrative/Clerical scales.

Monitor Casework "Market Creep"

While the current gap has narrowed, **continue to monitor** the Palatine and Hanover senior specialist benchmarks (\$90K+) **to prevent turnover** of mission-critical staff.

Maintain COLA + Merit Options

Continue COLA and Merit opportunities as a stabilizing compensation tool to support retention, preserve morale, and prevent gradual market erosion.

1. A bonus-based structure may create additional concerns in a public-sector environment, particularly because bonus payments may be perceived as discretionary or "extra" compensation in a taxpayer-funded setting. *If* the Township were to consider replacing COLA + merit with a bonus model, the following considerations should be reviewed further.

- o **Public Purpose / The "Gift of Public Funds Doctrine"**
 - Article VII, Section 1 of the Illinois Constitution
- o **Public Perception of "corporate" vs "public-sector" incentives**
- o **Transparency and the FOIA considerations**
- o **Equity, consistency, and internal morale impacts**



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Data Methodology & Sources

Methodology Note: This analysis is intended to provide internal benchmarking context using publicly available compensation data, Illinois Comptroller reporting, OpenTheBooks data, and current internal payroll projections. Because township structures, titles, benefits, and reporting practices vary, finding should be interpreted as directional rather than as formal compensation study. A third-party compensation consultant may be engaged if the Board desires a fully independent market validation.

◆ **Illinois Comptroller “The Warehouse”**

Verified against latest FY 2025/2026 Gross Pay Filings.

◆ **OpenTheBooks.com**

Benchmarked against 5-year salary trends for Illinois Township government.

◆ **Internal Payroll Data**

Reflects actual FY26 figures and FY27 projected COLA adjustments.

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Strong compensation decisions require both market data and organizational context.

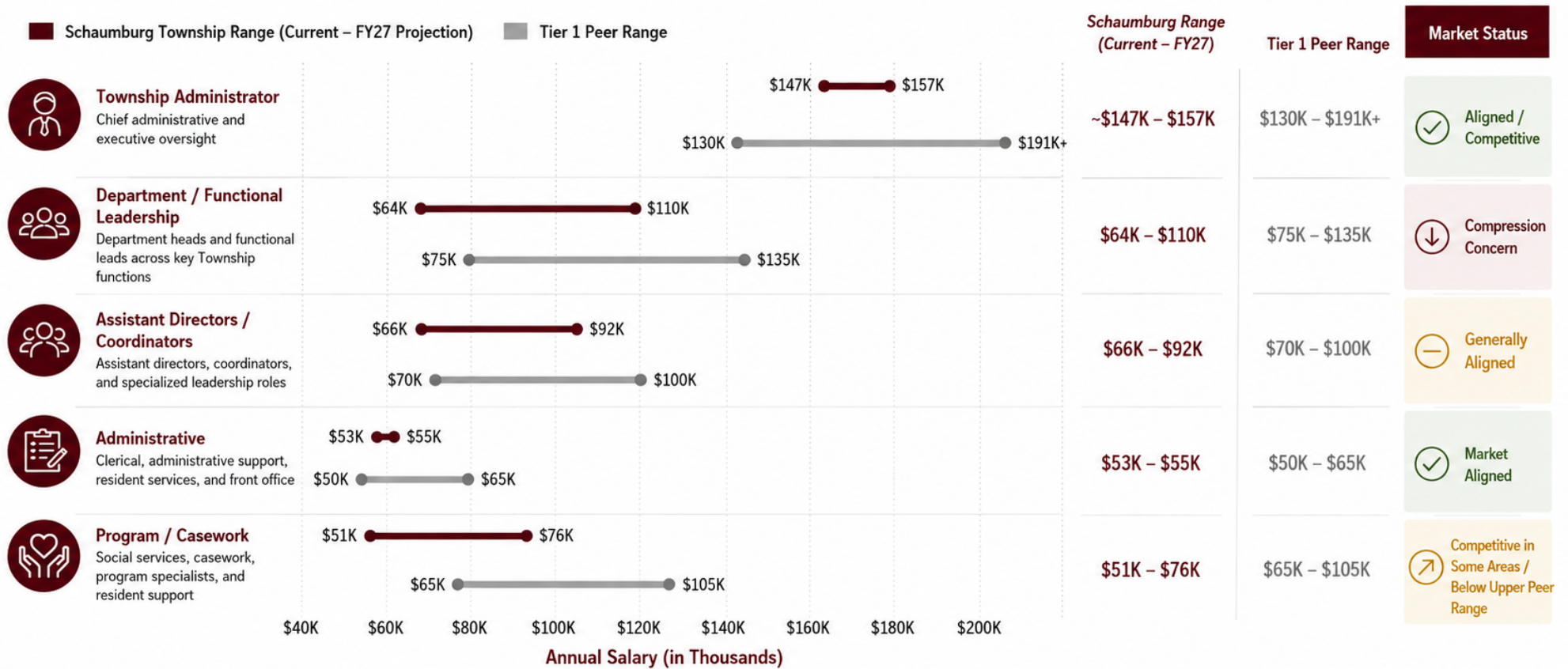
Note: Figures represent base salary ranges and do not include the total value of benefits or pensions.



Note: Artificial intelligence tools were utilized to support the aggregation and organization of publicly available data. All information was subsequently reviewed, validated, and contextualized by staff to ensure accuracy, relevance, and appropriate comparison across townships.

APPENDIX A: REPRESENTATIVE SALARY EXAMPLES

Schaumburg Township salary ranges compared to Tier 1 peer ranges by role category.



Note: Department / Functional Leadership includes Community Relations, Human Resources, Welfare Services, Disability & Senior Services, Administrative Services, and Transportation. Categories are based on functional responsibility and organizational impact, not title alone. For example, Human Resources is included under Department / Functional Leadership due to its role as a standalone Township function.

Sources: Schaumburg Township internal payroll & FY27 projections; OpenTheBooks; Illinois Comptroller filings. Data reflects most recent available information as of May 2026.