



MEMORANDUM

TO: Linda Gorton, Mayor
Sally Hamilton, Chief Administrative Officer
Council Members

FROM: 
Glenda Humphrey George, Director
Division of Human Resources

DATE: January 2, 2026

SUBJECT: Abolish/Create positions – Division of Code Enforcement

Request:

This request is for authorization to abolish one (1) classified position of Code Enforcement Officer (Grade 517N) and create one (1) classified position of Code Enforcement Officer Sr. (Grade 518N) in the Division of Code Enforcement, effective upon passage of Council.

Why are you requesting:

The purpose of this position is to work closely with the Code Enforcement Supervisor. This Code Enforcement Senior will also function as a Training Officer.

What is the cost in this budget year and future budget year?

This has a 12-month future impact cost of \$3,367.68.

Position Title	Annual Salary Before	Annual Salary After	Annual Increase/Decrease
Code Enforcement Officer	\$53,399.84	\$0	(\$53,399.84)
Code Enforcement Officer Sr.	\$0	\$56,066.40	\$56,066.40
Total Annual Impact/ Salary and Benefits \$3,367.68			

File Number: 0025-26

Director/Commissioner: Glenda Humphrey George/Sally Hamilton

If you have questions or need additional information, please contact Alana Morton at (859) 258-3037.

