

CITY OF WARRENVILLE

MEMO

To: Mayor and City Council
From: Cristina White, Assistant City Administrator *CW*
Subject: PART-TIME CODE ENFORCEMENT OFFICER PAY RANGE
Date: October 28, 2020

On September 21, 2020, the City Council approved a part-time Code Enforcement Officer position for the Community Development department. As this is a new position, it was not included in the FY 21 budget process, and there was no pay range established for this position when it was approved.

Staff is recommending the pay range for the part-time Code Enforcement Officer be \$27.20 to \$38.22. This is an hourly position with no City benefits.

Requested action: Accept staff recommendation and approve the pay range for the position of part-time Code Enforcement Officer as presented.

Reference information: The pay range was developed by calculating the average of the survey data available on this position from the last City survey, adjusted to incorporate the FY 20 cost of living increase previously approved by the City Council. The calculation of this pay range is consistent with the City's methodology on compensation as approved by the City Council.