



City of Rochester Hills
AGENDA SUMMARY
NON-FINANCIAL ITEMS

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Legislative File No: 2016-0247

TO: Mayor and City Council Members
FROM: Pamela M. Gordon, Director of Human Resources
DATE: June 20, 2016
SUBJECT: Recommendation for 2017 Department Director Equity Adjustment

REQUEST:

To accept the recommendation of the HR Technical Review Committee that a base salary budget of \$115,000 be authorized in 2017 as a market equity adjustment for the position of Finance Director, currently vacant.

BACKGROUND:

Pursuant to Section 8.8 of the City Charter of the City of Rochester Hills, City Council is required to set in the annual budget, by resolution, the annual salary for department directors, Mayor, and rates of compensation for City Council and members of Boards and Commissions. As directed by Article III, Section 5 of the City Council Policy for Salaries of Department Directors and Mayor, and Per Diem Fees for City Boards and Commissions, as amended, the HR Technical Review Committee reviewed and discussed the information provided by the Administration at its meeting on May 16, 2016. The committee reached consensus in support of a \$115,000 base salary budget recommendation for the vacant position of Director of Finance.

The Finance Director currently oversees multiple operating units, including the Fiscal Team, Purchasing and Accounting Divisions, and is responsible for the City's budget, debt service, trust funds and retirement plans. If authorized by City Council, the new Director and will assume Treasury functions as part of a financial services reorganization.

The recommendation to increase to the base salary for Finance Director to \$115,000 is based on local municipal survey data and provides for a more competitive salary needed to attract qualified candidates for the vacant position.

RECOMMENDATION:

That City Council accepts the recommendation of the HR Technical Review Committee to authorize a base salary budget of \$115,000 in 2017 as a market equity adjustment for the position of Finance Director.

APPROVALS:	SIGNATURE	DATE
Department Review		
Department Director		
Mayor		
City Council Liaison		