



City of Rochester Hills  
AGENDA SUMMARY  
NON-FINANCIAL ITEMS

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Legislative File No: 2021-0329

**TO:** Mayor and City Council Members  
**FROM:** Chelsea K. Ditz, Director of Human Resources  
**DATE:** August 16, 2021  
**SUBJECT:** Recommendation for 2022 Department Director Equity Adjustments

**REQUEST:**

To accept the recommendation of the HR Technical Review Committee that no additional market equity adjustments for director positions be budgeted for 2022.

**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* and authorized by resolution number 2017-0279, the HR Technical Review Committee reviewed and discussed the information provided by the Administration at its meeting on July 26, 2021.

Department director positions were included in a market study conducted as part of a comprehensive compensation study completed in 2017. The consultant recommended that the salary schedule subsequently adopted by the City be updated every five years, subject to general market conditions. Given that an update of the study is planned to complete in 2022, the HRTRC concurred that no equity adjustments for department director positions should be recommended at this time.

**RECOMMENDATION:**

That City Council accept the recommendation of the HR Technical Review Committee to authorize no individual market equity adjustments for department director positions in 2022.

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

Contract Reviewed by City Attorney       Yes       N/A