

2005 SALARY SURVEY FOR DEPARTMENT DIRECTORS

DIRECTOR OF ASSESSING/TREASURY (Assessors)

Appointed by the Mayor as Director of Assessing and by the City Council as Treasurer. As Assessor, responsible for valuation of all real and personal property within the geographic area of the City in accordance with applicable Federal, State and local laws, regulations and ordinances. As Treasurer, responsible for implementation of local taxation, maintenance and investment of all cash receipts, bonds, notes and all evidence of value belonging to the City or held in trust by the City. Requires bachelor's degree, five years of directly related municipal experience and Level IV certification in Assessment Administration. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min	Max	Other Comp	Eff Date	Notes/Differences
Warren	138,000	City Assessor	96,403	96,403	96,403		1/1/05	Elected Official. Separate Treasurer.
Pontiac	66,337	Assessor						Assessor duties performed by County officials
Sterling Heights	124,471	City Assessor	\$85,673	\$69,104	\$85,673		7/1/04	Separate Treasurer, same pay for each. Under Finance & Budget Dir.
Farmington Hills	82,111	City Assessor	\$89,161	\$89,161	\$89,161	comp time	7/1/04	Supervises Assessing and Finance. Separate Treasurer.
Troy	80,959	City Assessor	\$98,627	\$78,135	\$117,203	car allw \$325-\$425/mo	7/1/04	Separate Treasurer.
Southfield	78,296	City Assessor	\$90,548	\$67,822	\$91,759		7/1/04	
Saint Clair Shores	63,096	Assessor	\$77,551	\$69,387	\$81,632	Lngvty. Bonus up to 10 days/yr	11/1/04	Separate Treasurer. Min pay based on 85% of Max
Royal Oak	60,062	City Assessor	\$79,627	\$63,641	\$82,718		7/1/04	Separate Treasurer. Appointed by City Mgr
Roseville	48,125	City Assessor	\$76,648	\$68,865	\$76,648		7/1/04	Separate Treasurer.
West Bloomfield Twp	64,860	Township Assessor	\$94,673	\$76,349	\$94,673		1/1/05	Appointed Position
Rochester Hills	68,825		\$102,192	\$102,192	\$102,192		1/1/05	Bonus determined by Mayor
AVERAGES:	75,432		\$87,657	\$75,430	\$90,652			

DIRECTOR OF ASSESSING/TREASURY (Treasurers)

See Assessor page for description

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	City Treasurer	\$79,137	\$79,137	\$79,137		1/1/05	Elected Official
Pontiac	66,337	City Treasurer	\$71,647	\$53,347	\$85,331		7/1/04	Assessor Duties performed by County Officials
Sterling Heights	124,471	City Treasurer	\$85,673	\$69,104	\$85,673	Comp Time	7/1/04	Same pay as Assessor. Under Finance & Budget Director
Farmington Hills	82,111	Finance Dir/City Treasurer	\$95,275	\$95,275	\$95,275		7/1/04	Also listed under Finance Director
Troy	80,959	Treasurer	\$74,800	\$61,550	\$92,326		7/1/04	
Southfield	78,296	Treasurer	\$88,500	\$88,500	\$88,500			Elected Official; salary set by comp bd, no incr since 2002
Saint Clair Shores	63,096	Treasurer & Finance Director	\$93,202	\$79,222	\$93,202		11/1/04	Dual Appointment
Royal Oak	60,062	Treasurer	\$81,897	\$61,669	\$81,699		7/1/04	Appointed by City Mgr; currently acting Finance Dir
Roseville	48,129	Treasurer	\$73,903	\$73,903	\$73,903		7/1/04	Elected Official
West Bloomfield Twp	64,860	Township Treasurer	\$96,567	\$96,567	\$96,157		1/1/05	Elected Official
Rochester Hills	68,825		\$100,188	\$100,188	\$100,188		1/1/05	
AVERAGES:	80,657		\$84,060	\$75,827	\$87,120			

DIRECTOR OF BUILDING AND ORDINANCE COMPLIANCE

Plans, organizes, and directs activities of the department. Interprets and enforces building codes, ordinances and regulations. Performs inspection and plan review functions for compliance. Provides related administrative and technical assistance. Researches, investigates, resolves complaints and represents the department at court proceedings and public meetings. Manages and coordinates major City projects. Requires Associate's Degree and ten years directly related municipal experience, or Bachelor's Degree and five years directly related experience and registration with the State of Michigan under Act 54 as a Building Official, Plan Examiner and Building Inspector. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min	Max	Other Comp	Eff Date	Notes/Differences
Warren	138,000	Director of Building & Safety	\$94,371	\$94,371	\$94,371		1/1/05	Mayoral Appointee. No min quals.
Pontiac	66,337	Cmty Development Director	\$85,501	\$60,155	\$95,878	Car allow \$465/mo	7/1/04	
Sterling Heights	124,471	Building Official	\$91,495	\$73,797	\$91,495		7/1/04	Division Manager
Farmington Hills	82,111	Building Official	\$62,262	\$54,422	\$62,262		7/1/04	Supervises div of Plng & Cmty Dev
Troy	80,959	Director of Building & Zoning	\$93,132	\$78,135	\$117,203	Car allow \$325-425/mo	7/1/04	
Southfield	78,296	Building Official	\$81,987	\$81,987	\$81,987		7/1/04	Non-exempt Teamster position
Saint Clair Shores	63,096	Chief Building Official	\$60,856	\$51,728	\$60,856	Lgvy, bonus up to 15 days/yr	7/1/04	Two incumbents report to Cmty Dev Director
Royal Oak	60,062	Building Official	\$70,910	\$54,576	\$70,910		7/1/04	
Roseville	48,125	Dir of Building Inspection	\$76,648	\$68,865	\$76,648		7/1/04	
West Bloomfield Twp	64,860	Building Director	\$81,836	\$59,553	\$81,836		1/1/05	
Rochester Hills	68,825		\$85,512	\$85,512	\$85,512	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	79,558		\$79,900	\$67,759	\$83,345			

CITY CLERK

Appointed by City Council. Plans, organizes and directs department activities; serves as clerk to the City Council, acts as official record keeper, chief election official and chief accountant for the City. Also responsible for operation of municipal cemetery and issuance of permits and licenses. Requires Bachelor’s Degree and ten or more years directly related supervisory level municipal experience or equivalent. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min	Max	Other Comp	Eff Date	Notes/Differences
Warren	138,000	City Clerk	\$79,137	\$79,137	\$79,137		1/1/05	Elected Official
Pontiac	66,337	City Clerk	\$71,646	\$60,155	\$95,878	Lgvty to 10%, Car allow \$465	7/1/04	No Acct, Cemetary or Permit/Lic
Sterling Heights	124,471	City Clerk	\$97,289	\$79,248	\$97,289	Comp time	7/1/04	No Acct; serves as Asst City Mgr
Farmington Hills	82,111	City Clerk	\$99,825	\$99,825	\$99,825		7/1/04	
Troy	80,959	City Clerk	\$99,910	\$76,099	\$114,150		7/1/04	Records only for Cemetary; lesser educ/exp qualifications
Southfield	78,296	City Clerk	\$88,500	\$88,500	\$88,500			Elected Position
Saint Clair Shores	63,096	City Clerk	\$76,053	\$64,645	\$76,053	Lgvty; bonus up to 10 days/yr		No Acct or Cemetary; issue permits only.
Royal Oak	60,062	City Clerk	\$72,034	\$60,770	\$72,034		7/1/04	
Roseville	48,125	City Clerk	\$73,904	\$73,904	\$73,904		7/1/04	No Cemetary
West Bloomfield Twp	64,860	Township Clerk	\$96,567	\$96,567	\$96,567		1/1/05	Elected Official
Rochester Hills	68,825		vacant	\$72,823	\$85,674		1/1/05	85% min estab for new hire
AVERAGES:	80,632		\$85,487	\$77,885	\$89,334			

DIRECTOR OF FINANCE

Plans, organizes, and directs the financial functions assigned to the Mayor's office by charter. Analyzes, prepares, amends, and tracks the budget, and oversees the annual audit. Addresses legislative issues and concerns, and develops and presents financial and revenue options and plans. Administers the risk management function. Tracks and monitors capital improvement, bond, and grant activity. Requires bachelor's degree and ten years directly related experience; or master's degree and five years directly related experience. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	City Controller	\$105,053	\$105,053	\$105,053		1/1/05	Mayor appoints; no min quals. Also oversees IS; not resp for risk mgt.
Pontiac	66,337	Finance Director	\$95,878	\$60,155	\$95,878	Car allow \$465	7/1/04	
Sterling Heights	124,471	Finance & Budget Director	\$91,944	\$73,797	\$91,944	Comp Time	7/1/04	Also oversees Assess & Treas
Farmington Hills	82,111	Finance Director/City Treasurer	\$95,275	\$95,275	\$95,275		7/1/04	Also oversees Assess & Treas; not resp for Purch
Troy	80,959	Financial Services Director	\$101,970	\$78,135	\$117,203		7/1/04	Also oversees Treasury.
Southfield	78,296	Dpty City Admin/Fin Serv Dir	\$114,097	\$91,868	\$124,293		11/23/04	Deputy City Admin resp. Also oversees Assess & Ctrl Serv; not resp for Purch
Saint Clair Shores	63,096	Director of Finance	\$93,202	\$79,222	\$93,202	Lgvyty, bonus up to 10 days/yr	7/1/04	Also oversees IS, Assess & Treas
Royal Oak	60,062	Director of Finance	\$102,600	\$74,101	\$102,600		7/1/04	Also oversees IS; not resp for Purch
Roseville	48,129	City Controller						Did not indicate comparable
West Bloomfield Twp	64,860	Budget Director	\$81,836	\$59,553	\$81,836		1/1/05	
Rochester Hills	68,825		\$85,674	\$85,674	\$85,674	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	82,412		\$100,002	\$82,201	\$103,181			

FIRE CHIEF

Plans, directs and administers full-time and paid-on-call operations for fire and rescue, emergency medical services, special operations, emergency management, fire marshal, emergency medical dispatch and telecommunications services. Requires bachelor's degree and ten years of experience; or master's degree and five years related experience; or an equivalent combination; and State certifications as Fire Fighter II, Fire Officer III, Hazardous Materials Operations, Certified Training Instructor, and Incident Command System; Basic Emergency Medical Technician, CPR and defibrillator licensure. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Fire Commissioner	\$104,313	\$104,313	\$104,313		1/1/05	Mayor appoints; no min quals
Pontiac	66,337	Fire Chief	\$85,330	\$60,155	\$95,878	Car allow \$465/mo; Lgty 10%	7/1/04	No Dispatch resp
Sterling Heights	124,471	Fire Chief	\$96,601	\$76,688	\$96,601	Comp Time	7/1/04	
Farmington Hills	82,111	Fire Chief	\$104,652	\$104,652	\$104,652		7/1/04	
Troy	80,959	Fire Chief	\$102,513	\$78,135	\$117,203			Vol Fire service; EMT contracted; Dispatch/Telecom under PD
Southfield	78,296	Fire Chief	\$91,000	\$76,666	\$103,725		12/14/04	
Saint Clair Shores	63,096	Fire Chief	\$83,657	\$74,851	\$88,060	Lgnty, Bonus up to 10 days/yr	12/6/04	
Royal Oak	60,062	Fire Chief	\$86,386	\$66,852	\$86,386		7/1/04	
Roseville	48,129	Fire Chief	\$78,971	\$78,961	\$78,961	Food Allow	7/1/04	Certifications only education qual
West Bloomfield Twp	64,860	Fire Chief	\$94,673	\$76,349	\$94,673		1/1/05	

Rochester Hills	68,825		vacant	\$78,972	\$87,629	<i>Bonus determined by Mayor</i>	1/1/05	85% min estab for new hire
AVERAGES:	76,732		\$91,969	\$79,544	\$96,513			

DIRECTOR OF HUMAN RESOURCES

Plans, organizes, and directs operation of department. Administers staffing, benefits, wage and salary, performance management and safety programs. Functions as chief labor negotiator. Interprets and affects compliance with labor contracts, employment laws and regulations. Develops and recommends policies and procedures. Oversees internal investigations and disciplinary procedures. Responsible for maintenance of personnel records and related documentation. Requires bachelor's degree and ten years directly related experience; or master's degree and five years directly related experience. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Dir of Personnel Mgt	\$84,522	\$84,522	\$84,522		1/1/05	Mayor appoints; no min quals
Pontiac	66,337	Human Resources Director	\$95,878	\$60,155	\$95,878	Lgvtly 10%; car allow \$465/mo	7/1/05	
Sterling Heights	124,471	Human Resources Director	\$91,944	\$73,797	\$91,944	Comp Time	7/1/04	
Farmington Hills	82,111	Dir of Human Resources	\$93,000	\$93,000	\$93,000			
Troy	80,959	Human Resources Director	\$102,514	\$78,135	\$117,203	Car allow \$325-425/mo	7/1/04	No Benefits or Safety resp
Southfield	78,296	Dir of Human Resources	\$94,053	\$69,518	\$94,053		7/1/04	
Saint Clair Shores	63,096	Dir of Human Resources	\$83,867	\$71,287	\$83,867	lgvty, bonus up to 10 days/yr	7/1/04	No designated support staff. Various resp supported by other depts/staff.
Royal Oak	60,062	Human Resources Director	\$63,283	\$63,283	\$82,259		1/24/05	Newly appointed
Roseville	48,129							City Mgr function
West Bloomfield Twp	64,860	Personnel Director	\$77,461	\$59,553	\$81,836		1/1/05	
Rochester Hills	68,825		\$85,674	\$85,674	\$85,674	<i>Bonus determined by Mayor</i>	1/1/05	
AVERAGES:	80,657		\$87,391	\$72,583	\$91,618			

DIRECTOR OF MANAGEMENT INFORMATION SYSTEMS

Plans, organizes, and directs the activities of Department. Provides City-wide user support for business and technical computer systems and administration of computer networks, Web-site/internet access, geographic information system, integrated financial system and related applications. Requires bachelor's degree and ten years directly related experience; or master's degree and five years directly related experience. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Information Systems Mgr	85,789	82,046	85,789		1/1/05	Union position; 5yr exp, 5yr prg lang
Pontiac	66,337	Information Tech Adm	67,591	53,347	85,331		7/1/04	
Sterling Heights	124,471	Information Tech Mgr	\$91,495	\$73,797	\$91,495	Comp time	7/1/04	Division Mgr
Farmington Hills	82,111	Dir of Central Services	\$95,481	\$95,481	\$95,481		7/1/04	Directs MIS Div, Purch Div and Adm Serv
Troy	80,959	Information Tech Director	\$102,513	\$78,135	\$117,203		7/1/04	Bach & 5yrs min qual.
Southfield	78,296	Dir of Technology Services	vacant	\$72,833	\$98,540		7/1/04	
Saint Clair Shores	63,096	Information Systems Dir	\$82,824	\$70,400	\$82,824	Lgvtly, bonus up to 10days/yr	7/1/04	
Royal Oak	60,062	Informations Systems Mgr	\$74,817	\$64,251	\$74,817		7/1/04	
Roseville	48,129	Dir of Information Systems	\$76,648	\$68,865	\$76,648		7/1/04	
West Bloomfield Twp	64,860	Data Processing Director	\$77,461	\$59,553	\$81,836		1/1/05	
Rochester Hills	68,825		\$82,831	\$82,831	\$82,831	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	75,248		\$85,891	\$72,914	\$89,856			

DIRECTOR OF PLANNING & ECONOMIC DEVELOPMENT

Plans, organizes, and directs the activities of the department. Directs preparation and maintenance of Master Land Use Plan for city. Oversees development and administration of economic development policy. Advises city officials on developmental matters pertaining to the Master Plan, Zoning Code and Code of Ordinances. Provides staff support and serves as primary planning liaison to boards and commissions. Monitors and coordinates development and redevelopment projects and permit process. Requires bachelor's degree and ten years directly related experience; or master's degree and five years directly related experience. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min Range	Max Range	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Director of Planning	\$85,901	\$85,901	\$85,901		1/1/05	Mayor appoints
Pontiac	66,337	Cmty Development Dir	\$80,501	\$60,155	\$95,878	Car allow \$465/mo	7/1/04	Oversees Building Official & Master Planning
Sterling Heights	124,471	City Planner	\$91,495	\$73,797	\$91,495	Comp Time	7/1/04	Division Mgr
Farmington Hills	82,111	Dir of Planning & Cmty Dev	\$95,481	\$95,481	\$95,481		7/1/04	Plng&Cmt Dev, Zoning & Building
Troy	80,959	Planning Director	\$84,261	\$78,135	\$117,203	Car allow \$325-\$425/mo	7/1/04	No Econ Dev or Ordinance resp
Southfield	78,296	Dir of City Plng & Bsn Res Dev	\$103,725	\$76,666	\$103,725		7/1/04	Over Bldg, Plng & Code Enf Depts
Saint Clair Shores	63,096	Planning Director	\$63,649	\$63,648	\$70,721	Lgvty, Bonus to 10days/yr	7/1/04	
Royal Oak	60,062	Director of Planning	\$83,853	\$74,870	\$83,853		7/1/04	
Roseville	48,129							Consultant
West Bloomfield Twp	64,860	Planning Director	\$81,836	\$59,553	\$81,836		1/1/05	
Rochester Hills	68,825		\$83,994	\$83,994	\$83,994	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	80,657		\$85,634	\$74,245	\$91,788			

DIRECTOR OF PARKS & FORESTRY

Plans, organizes, and directs department operations. Responsible for maintenance of trees and grounds in city parks, municipal facilities and major boulevards. Prepares and implements the Five-Year Park Plan and Recreation Master Plan, including the planning and development of all new parklands and facilities. Conducts ongoing field inspections of all parklands, facilities, city-sponsored recreational programs, and any related new construction projects or renovations. Conducts studies and surveys of local recreational needs and assesses the effectiveness of existing programs. Requires bachelor's degree and ten years directly related experience; or master's degree and five years directly related experience. FLSA Exempt.

Municipality	Population	Titles	Average/Actual	Min	Max	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Parks & Forestry Supt	\$68,956	\$68,956	\$68,956		1/1/05	Union; BS Forestry/Park, 2yr exp dev publ/priv grounds
Pontiac	66,337	Forestry & Grounds Supt	\$61,714	\$40,576	\$68,576		7/1/04	No Five Yr Park Plan
Sterling Heights	124,471	Parks & Recreation Dir	\$91,944	\$73,797	\$91,944	Comp Time	7/1/05	No parks & grds maint or forestry
Farmington Hills	82,111	Dir of Special Services	\$95,000	\$95,000	\$95,000		7/1/04	Oversees Park & Golf Course Div; Snr Adult, Cultural Arts prog; Ice Arena, & Rec Div
Troy	80,959	Dir of Parks & Recreation	\$97,669	\$78,135	\$117,203	Car allow \$325-\$425/mo	7/1/04	Bach & 4yrs exp required
Southfield	78,296	Dir of Parks & Recreation	\$96,960	\$76,666	\$103,725		7/1/04	
Saint Clair Shores	63,096	Parks & Recreation Dir	\$82,824	\$70,400	\$82,824	Lgvtly; bonus to 15days/yr	7/1/04	Oversees City marina, aquatic prg, two ice arenas, golf crs & senior center
Royal Oak	60,062	DPS Sprv-Parks & Forestry	\$61,257	\$54,302	\$61,257		7/1/04	No recreation program resp
Roseville	48,129	Dir of Parks & Recreation	\$76,648	\$68,865	\$76,648		7/1/04	No forestry responsibilities
West Bloomfield Twp	64,860							No comparable
Rochester Hills	68,825		\$86,092	\$86,092	\$86,092	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	80,657		\$81,441	\$69,633	\$85,126			

DIRECTOR OF PUBLIC SERVICES

Plans, organizes, and directs the activities of the department and its several divisions. Responsible for administering and managing civil engineering and construction projects; water, sanitary and storm sewer systems; roads and bike paths; and fleet maintenance. Coordinates and evaluates professional and technical resources and support required for maintenance of City's infrastructure and public services operations. Confers with local and state officials regarding operations, construction, water and sewer systems, and administers project contracts. Requires bachelor degree in civil engineering or closely related field and fifteen years directly related experience; or master's degree in public administration and ten years directly related experience. FLSA Exempt.

Municipality	Population	Title	Average/Actual	Min	Max	Other Comp	Eff Date	Notes/Differences
Warren	138,247	Dir of Public Services	\$101,332	\$101,332	\$101,332		1/1/05	Mayor appoints; no min quals
Pontiac	124,471	Public Wks/Utility Director	\$85,330	\$60,155	\$95,878	Lgnty to 10%; Car allow \$425/mo	7/1/04	Public Utilities?
Sterling Heights	100,545	Public Works Director	\$91,944	\$73,797	\$91,944	Comp time	7/1/04	
Farmington Hills	82,111	Dir of Public Services	\$101,714	\$101,714	\$101,714		7/1/04	Oversees Publ Wks, Facilities, Eng Divs
Troy	80,959	Public Works Director	\$86,520	\$80,537	\$120,805	Car allow \$325-\$425/mo	7/1/04	No Eng resp; Bach/5yr exp supv publ wrks ops
Southfield	78,296	Dir of Public Works	\$109,237	\$82,218	\$111,241		7/1/04	Public Utilities?
Saint Clair Shores	63,096	DPW/Water Director	\$74,542	\$70,400	\$82,824	Lgnty; bonus up to 10 days/yr	11/1/04	No Eng responsibilities
Royal Oak	60,062	Dir of Rec & Pub Serv	\$91,000	\$73,378	\$97,015		8/30/04	Salary per appt date. Rec prog responsibilities
Roseville	48,129	Dir of PW and Dir Water & Sewer	\$76,648	\$68,865	\$76,648		7/1/04	Two separate departments
West Bloomfield Twp	64,860	Water & Sewer Director	\$81,836	\$59,553	\$81,836		1/1/05	Water & Sewer ops only
Rochester Hills	68,825		\$93,329	\$93,329	\$93,329	<i>Bonus determined by Mayor</i>	<i>1/1/05</i>	
AVERAGES:	84,078		\$90,010	\$77,195	\$96,124			