



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

Legislative File No: 2023-0329

**TO:** Mayor and City Council Members  
**FROM:** Chelsea K. Ditz, Director of Human Resources  
**DATE:** July 10, 2023  
**SUBJECT:** Recommendation for 2024 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 2024.

**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 June 12, 2023.

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 2023, 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 2024.

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

Contract Reviewed by City Attorney  Yes  N/A