



March 13, 2024

Honorable City Council

Subject: **Request to Amend the Official Compensation Schedule**

Recommendation is submitted to amend the 2023-2024 Official Compensation Schedule to include the following pay range adjustment:

Class Code	Classification	Current Salary		Recommended Salary		Bargaining Unit
		Minimum	Maximum	Minimum	Maximum	
43417104	Benefits Clerk 4	\$41,191	\$52,226	\$53,130	\$69,070	9001 Non-Union

Request:

The above recommendations are at the request of Jeremiah Gross, Benefits Manager 2 of the Human Resources Department, Benefits Division.

Rationale:

The above request and recommendation are based on the ability to attract and retain essential personnel in the Benefits Division of the Human Resources Department.

To determine the appropriate salary ranges for the classifications, a market study was conducted using data from external survey sources. The proposed salaries are essential for recruitment and retention purposes and is based on the City of Detroit’s ability to fund the increase.

The proposed salary recommendation is subject to City Council approval.

Respectfully submitted,

Denise Starr
Human Resources Director

DS/bvt
Attachments

cc: Budget Department
Mayor’s Office

BY COUNCIL MEMBER _____

RESOLVED, That the 2023-2024 Official Compensation Schedule is hereby amended to reflect the following pay range, effective upon Council's approval.

Class Code	Classification	Current Salary		Recommended Salary		Bargaining Unit
		Minimum	Maximum	Minimum	Maximum	
43417104	Benefits Clerk 4	\$41,191	\$52,226	\$53,130	\$69,070	9001 Non-Union

RESOLVED, That the Finance Director is hereby authorized to honor payrolls and vouchers in accordance with this resolution, the above communication and standard City of Detroit practices.