



October 12, 2023

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, subject to City Council approval:

Class Code	Classification	Current Pay Range	Proposed Pay Range
10126	Executive Director Board of Ethics	\$72,289 - \$118,670	\$98,100 - \$127,500

Request:

The above recommendation is at the request of the Board of Ethics Executive Director, Christal Phillips, and Chair of the Board, Kristin Lusn.

Rationale:

The recommendation is based on the department’s expressed need to ensure the pay range for the Executive Director is commensurate with its job duties, competitive with the market and attractive enough to retain the necessary talent.

A market survey was completed utilizing compensation data from Mercer, PayFactors, and various municipalities utilizing the job functions outlined in the Executive Director Board of Ethics job specification. Survey data was used to determine the market average for this role in comparison to the current salary range. The in-depth analysis of compensation data reviewed key data points to identify and align similarities of the Detroit Board of Ethics to the national market as it relates to scope of responsibility, qualifications, educational requirements, and other determining factors.

Upon completion of the study, it was determined that the market average for an Executive Director Board of Ethics is \$112,800. The market average was established as the midpoint and the range spread (min to max) was applied, creating the new salary range of \$98,100 - \$127,500, competitive to the national market. The proposed pay range recommendation is subject to City Council approval.

Respectfully submitted,

Denise Starr
Human Resources Director

DS/pb
Attachments
cc: Budget Department
Mayor’s Office

BY COUNCIL MEMBER _____

RESOLVED, That the 2022 - 2023 Official Compensation Schedule is hereby amended to reflect the following pay range, effective upon Council's approval.

Class Code	Classification	Salary Range	Step Code
13205140	Pension Investment Officer	\$151,099 - \$217,502	K

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.