



October 3, 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 adjustments, subject to City Council approval:

Class Code	Classification	Current Pay Range	Proposed Pay Range	Barg Unit	Current Step	New Step
8632019	Senior Service Guard General	\$35,201 – \$39,085	\$39,300 – \$45,200	7400	A	D
8631038	Head Property Guard	\$41,599 – \$44,799	\$47,400 – \$56,900	9001	-	-

**Request:**

The above recommendation is at the request of the Security Administrator Lynn Sanders, with the General Services Department.

**Rationale:**

The recommendation is based on the department’s expressed need to ensure the pay range for the Senior Service Guard is commensurate with its job duties, competitive with the market and attractive enough to retain the necessary talent. Reporting to the Head Property Guard, the Senior Service Guards supervise a group of employees engaged in providing security and protective services on municipal properties.

To determine an appropriate pay range, a compression analysis and a market study were conducted using data from external survey sources for comparable positions. It was determined that compression exists between the pay ranges of the Head Property Guard and Senior Service Guards. The listed recommendation will alleviate the compression by increasing the pay range differential between the two aforementioned positions.

The proposed pay range recommendation is subject to City Council approval.

Denise Starr  
Human Resources Director

DS/pb  
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.

<b>Class Code</b>	<b>Classification</b>	<b>Proposed Pay Range</b>	<b>Barg Unit</b>	<b>Current Step</b>	<b>New Step</b>
8632019	Senior Service Guard General	\$39,300 – \$45,200	7400	A	D
8631038	Head Property Guard	\$47,400 – \$56,900	9001		

**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.