



March 27, 2025

Honorable City Council

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

Recommendation is submitted to amend the 2024 – 2025 Official Compensation Schedule to include the following pay range, subject to City Council approval:

Class Code	Classification	Salary Range	Step Code	BU
13208005	Tax Examiner 3	\$49,300 - \$61,100	D	9001
13208006	Tax Examiner 4	\$55,100 - \$68,300	D	9000

Request:

The above recommendation is occasioned by a request from Valerie Agolli, Deputy Treasurer for Tax Administration, and Nikhil Patel, Deputy Chief Financial Officer Treasurer.

Rationale:

The above request and recommendation is based on the ability to attract and retain essential personnel in the Office of the Chief Financial Officer, Treasury division.

Department leaders requested new two new classifications to be created for the Tax Examiner progression. From conversations with OCFO leadership, it was discussed that the current structure does not provide employees with much room for career growth and development. Creating these levels will establish a career path that provides entry points for individuals with varying levels of experience. These levels will provide a clear career progression, aiming to improve employee engagement and reduce turnover by demonstrating a commitment to professional growth within the department.

The proposed salary ranges for the new titles were developed by obtaining external market data for comparable titles from both private and public industries. Roles sampled represented work completed in both financial and tax specific departments, ensuring confidence in the shared duties and responsibilities listed. Once developed, an analysis was conducted to ensure that the salary ranges fit within the progression of the existing titles and confirm that there would be no compression concerns when compared to the wage structure for their supervising roles. The proposed salary recommendations are 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 2024 – 2025 Official Compensation Schedule is hereby amended to reflect the following pay range, effective upon Council's approval.

Class Code	Classification	Salary Range	Step Code	BU
13208005	Tax Examiner 3	\$49,300 - \$61,100	D	9001
13208006	Tax Examiner 4	\$55,100 - \$68,300	D	9000

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.