



CITY OF DOTHAN

Community Relations Office

FOR IMMEDIATE RELEASE

DATE: July 29, 2020
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Condrey Classification and Pay Study Report

The City of Dothan entered into an agreement with Condrey & Associates to conduct a Classification and Pay Study assessing the City's classification system (positions and pay) and comparing it to similar markets in the Southeastern United States. Twenty-one (21) cities were surveyed in Alabama, Florida, and Georgia including six (6) public utilities. Of the 200 employment positions within the City of Dothan, 51 benchmark positions were chosen to compare like positions which are typical throughout most municipalities (Police, Fire, Planner, Accountant, Environmental Services Worker, Maintenance Construction Worker, Equipment Operator, Lineman 1st Class, IT Specialist, etc.). The salary data from these 51 positions were then developed into pay ranges grouping similarly situated positions with like duties, responsibilities, and skill levels to appropriately account for internal equity among current positions and employees. The last comprehensive classification and pay study was performed in 2003.

Outcomes of this study will:

- Establish salary ranges that ensure that the City's positions are up to market norms.
- Establish salary ranges in public safety for Police Officers, Fire Fighters, and Public Safety Calltakers/Dispatchers that are above the market so that the City can seek out, recruit, and retain the best talent available.
- Establish salary ranges in other hard to fill positions that are above the market so that the City can seek out, recruit, and retain the best talent available. Some of these particular positions include: Environmental Services Worker, Maintenance Construction Worker, Equipment Operators, Lineman Apprentice, Wastewater Treatment Operator Trainee, Information Technology Specialist and others where a skilled trade and critical expertise is needed and where there is a shortage in the available workforce.
- Establish salary ranges that provide a living wage for all full-time permanent employees in all classifications.
- Establish salary ranges that provide growth potential for employees to advance within their current classifications.

- Establish a seasonal pay plan and classification system that is more attractive in recruiting and retaining seasonal employees (Seasonal Recreation Aides, Lifeguards, Summer Camp/Playground Counselors, Communication Officers, etc.).

Employees who are currently in position classifications that are below the new minimum salary range will receive a market adjustment up to the new minimum salary of the new range. In addition to making market adjustments to recommended classifications and keeping the spatial relationship between tenured employees within a particular pay range, an equity adjustment, based on years of service with the City, will be provided to each employee to address concerns of pay compression.

The recommended plan will meet the City's needs and will remain within budgetary confines. The cost to implement the recommended plan is approximately \$2.4 million and is a budgeted expense in the Fiscal Year 2021 budget. The Classification and Pay Study was expected to be complete earlier this year, but was delayed due to the impact of the COVID-19 pandemic.

The recommended plan will be on the August 4, 2020 City Commission Agenda for their consideration as well as the August 10, 2020 Personnel Board Agenda. If approved, City employees will see increases in their September 4, 2020 paychecks. Periodic maintenance of the pay plan is recommended to ensure the pay plan remains consistent with the market.

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