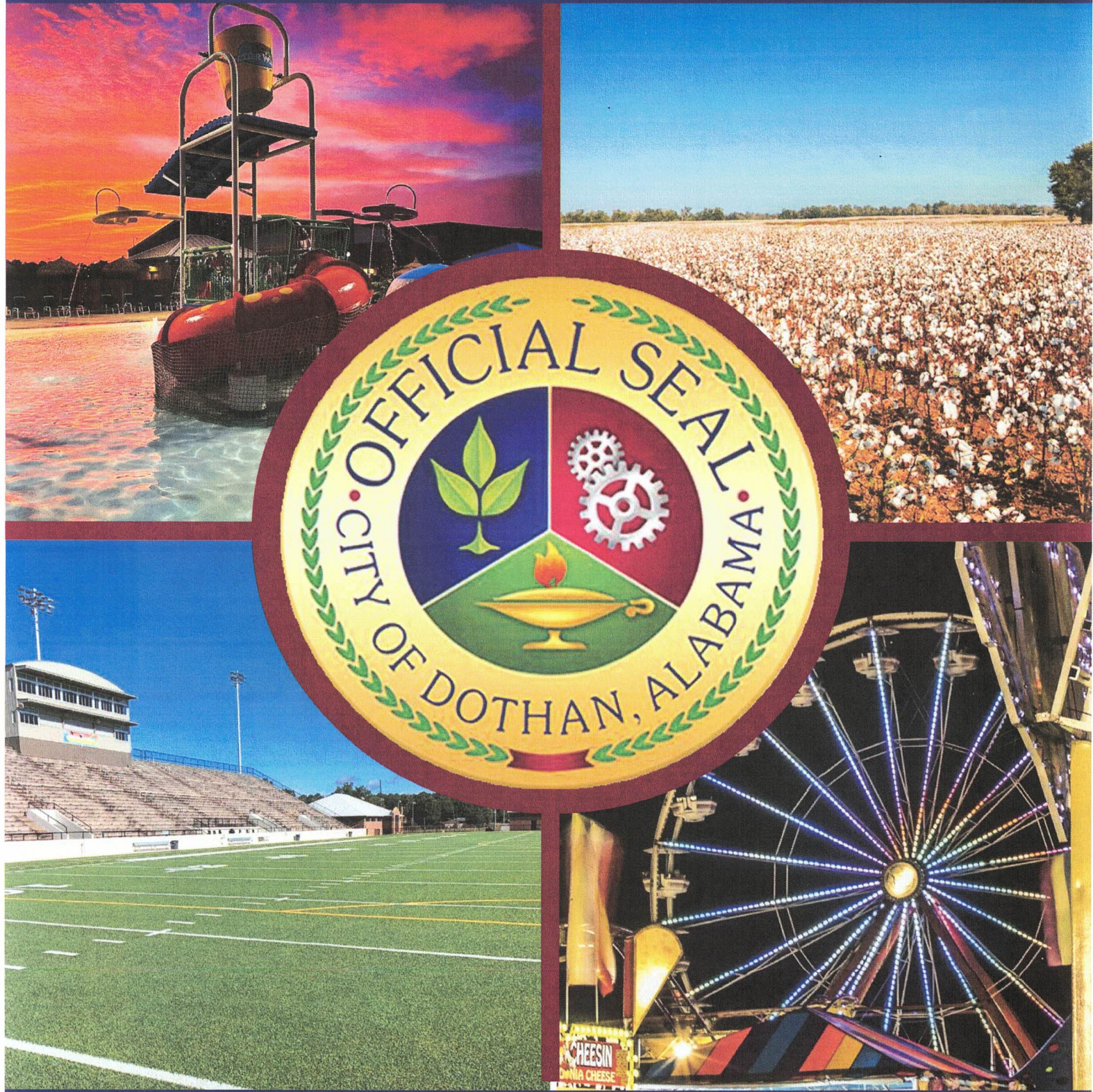


City of Dothan, Alabama

# City Manager – Job Announcement







## About the City of Dothan

In the 1830's, a fort existed on the Barber Plantation, ten or twelve miles east of Poplar Head, named for the poplar trees that encircled the glade where the cool water, or "head" (as springs were often called) welled from the earth. This was where the settlers from the surrounding areas could go when they felt threatened by the Indians. By 1840, the Indian wars in Alabama were over and the fort soon disappeared. By 1885, the hamlet had grown into a village. The settlers realized that if the community's growth was to be sustained, they needed a governing body and local law enforcement. On November 10, 1885, the people of Poplar Head voted to incorporate and named the town Dothan.

The City of Dothan is located in the southeastern part of the state of Alabama approximately twenty miles west of the Georgia state line and eighteen miles north of the state of Florida.

Dothan operates under a Mayor/Commission/City Manager form of government. The Mayor is elected at-large, and the six (6) Commissioners are elected from six (6) single-member districts, for concurrent terms of four (4) years. This Board of Commissioners serves part-time and is responsible for adopting all legislative ordinances and establishing policies to guide the various City departments in providing services to citizens, including the appropriation of all monies.

The Mayor, who is a member of the Board of Commissioners, is the City's chief executive officer. The City Manager is the administrative head of the City government and is responsible for directing and managing the daily activities of the City and implementing the policies of the Board of Commissioners. The City's departments include: General Administrative (Mayor, Commissioners, City Manager, City Clerk, Public Relations, Internal Analyst & Legal), Information Technology, Judicial, Finance (Accounting, Purchasing, & Utility Collections & Services), Personnel (Human Resources & EEO), Police, Fire, Public Works (Engineering, Street & Environmental Services), Planning & Development (Permitting, Business License, Inspections & Zoning), Leisure Services, Performing Arts, General Services (Liability & Workers' Compensation Insurance, Facility & Fleet) and Dothan Utilities (Electric, Water & Wastewater/Sewer). There are 1,434 authorized positions (1,166 full time, 35 part time and 233 seasonal) of which 1,193 are currently filled (1,067 full time, 29 part time and 97 seasonal) and those employees staff the departments, producing high-quality and cost-effective public services.





## ***Education***

The majority of K-12 students in Dothan attend Dothan City Schools. Others attend local private schools such as Houston Academy, Providence Christian School, Northside Methodist Academy, Emmanuel Christian School, or Westgate Christian School. Institutes of higher education include Troy University Dothan Campus, Wallace Community College, Alabama College of Osteopathic Medicine, Fortis College, and Bethany Divinity College & Seminary.

## ***Transportation***

- **Air** - The Dothan Regional Airport is served by Delta Air Lines with service to Atlanta, Georgia. It is also home to Aero-One Aviation, an on-site FBO. The airport serves as the local National Weather Service's weather observation station.
- **Highway and Bus** - Presently, Dothan is served by three four lane U. S. highways (US 231, 431, and 84). Greyhound Bus Lines maintains a station in Dothan and offers dial-a-ride service through the non-profit, Wiregrass Transit Authority.

## ***Healthcare***

Dothan is the home of two hospitals. Southeast Health is a public hospital located on the City's eastern side. Flowers Hospital is a private hospital situated on Dothan's western side. There are over 400 doctors in Dothan representing most specialties. On May 18, 2010, Southeast Alabama Medical Center announced it would construct Alabama's first college of osteopathic medicine to help fill the state's shortage of an estimated 400 primary care physicians. The Alabama College of Osteopathic Medicine (ACOM) was dedicated July 29, 2013, and saw its first-class graduate in 2017. The 110, 000- square foot facility is expected to create an economic impact of more than \$100 million by 2027.

## ***Worship***

Dothan is a very strong faith-based community, which is host to many diverse denominations. They are a vital part of addressing quality of life issues in Dothan, working well with one another, as well as with the many non-profit entities. These faith-based organizations serve the community in numerous ways having a significant impact.

## ***Media***

Dothan is served by one newspaper, the Dothan Eagle. Dothan hosts four major television stations - ABC, CBS, NBC, and FOX affiliates. Comcast, Spectrum, WOW and Troy Cable provide cable television and internet service. DirecTV and Dish Network provide direct broadcast satellite television, including both local and national channels to area residents. Dothan is also served by several radio stations. Dothan Magazine offers a bimonthly, people-focused viewpoint of the Dothan area while also keeping readers up to date on the latest community events, trends, and issues.





## *Sports*

Dothan offers 19 park locations for a total of 1,115 acres, including seven recreation centers. These locations have diverse facilities including competition facilities for softball, baseball, soccer, tennis, swimming, football, BMX, and basketball. The City's parks are regional sports destinations with an annual professional tennis tournament and frequent national competitions in BMX, tennis, and baseball. Travel baseball often brings over 80 teams to Dothan on a weekend, while the Mixed Doubles State Tennis Championships bring 600 players to town each Fall. Additionally, Dothan offers extensive passive recreation from walking, hiking, mountain biking, trail running (15 miles), fishing and picnicking, to water play at Water World Theme Park. The City partners with the State of Alabama operating a 400-acre natural park inside its city limits and is known for its playgrounds having received national recognition 11 years in a row as a "Playful City USA". Dothan also has facilities and programs for its special needs citizens with a Miracle Baseball Field and Playground and a year-round multifaceted therapeutic recreation program. Dothan is proud of the Gold Medal won in the Athens, Greece Special Olympics by our local team.

## *Economy*

Dothan has a strong, diverse economy which has experienced significant growth over the past four decades. While agriculture is a large component of the local economy, Dothan, is the hub of commerce for a large portion of Southeast Alabama, Southwest Georgia, and the Northern Panhandle of Florida. This area is known as the Wiregrass with agriculture and peanuts, the common thread in the region. Dothan is the Hub of the Wiregrass, and it provides residents in this region a place to shop and dine which is a significant portion of the local economy and the city's sales tax collections. The Dothan medical community serves the Wiregrass Region and attracts thousands of visitors to the City. The medical field is Dothan's largest employer and contributes significantly to Dothan's economy. Residents in Dothan enjoy one of the lowest costs of livings in Alabama. The cost-of-living index is 13% below the national average and one of the lowest in Alabama. Dothan is truly an affordable place to live.

Economic development in the Dothan area is a partnership with the local Chamber of Commerce, Houston County, and the City of Dothan. Over the past three years, investment has been over \$400M, creating 4,000 jobs. Some significant additions are:

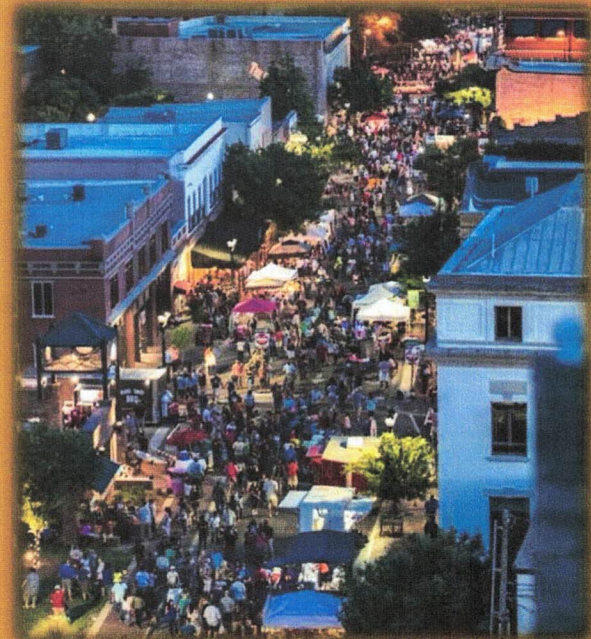
- Commercial Jet
- Glasstream Powerboats
- Smart Lam/Peak Renewables
- Wiregrass Innovation Center/Hudson Alpha Biotechnology
- CAE Dothan Training Center
- Fed-Ex Distribution Center
- Gateway Tire





## *Arts, Culture and Leisure*

- The Wiregrass Museum of Art features ongoing exhibitions of visual and decorative art. The Museum's permanent collection includes works by contemporary Southeastern artists. The Museum was organized in 1989 by private citizens and the City of Dothan; it is operated by the Wiregrass Museum of Art, Inc., a 501(c)3 corporation.
- Landmark Park is a 135-acre park built to preserve the natural and cultural heritage of Southeast Alabama's Wiregrass Region and serves as Alabama's official museum of agriculture.
- The George Washington Carver Museum pays tribute to one of the nation's greatest educators and agricultural scientists and inventors.
- The US Army Aviation Museum, located in nearby Fort Novosel, houses one of the largest helicopter collections in the world.
- Southeast Alabama Community Theater and Southeast Alabama Dance Company offers live entertainment, ballets, and theatrical productions throughout the year.
- Patti Rutland Jazz is a professional contemporary jazz and hip-hop dance company located in Dothan. Along with Music South and Spark Theater, offers a wide variety of musical and theatrical performances, from classical symphony performances to jazz, African and other musical styles.
- "Peanuts Around Town" is a public art project, consisting of five-foot tall peanut sculptures decorated in various fashions and displayed around Dothan.
- The Dothan Opera House, built in 1915, features theater performances, concerts, symphonies, ballet performances, and other cultural events.





## Awards

- Certificate of Achievement for Excellence in Financial Reporting for the ACFR for the year ended September 30, 2022 (forty consecutive years, 1983 - 2022).

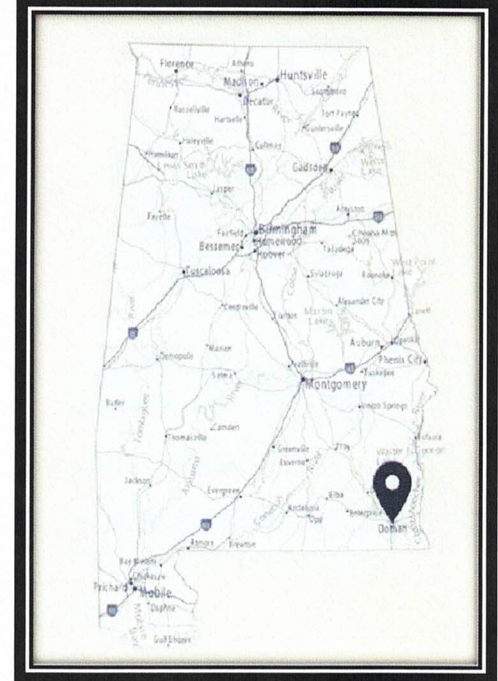
- Award for Outstanding Achievement in Popular Annual Financial Reporting for the PAFR for the year ended September 30, 2022 (nineteen consecutive years, 2004 - 2022).

## City Facts:

Square Miles  
90.4

Population  
71,235

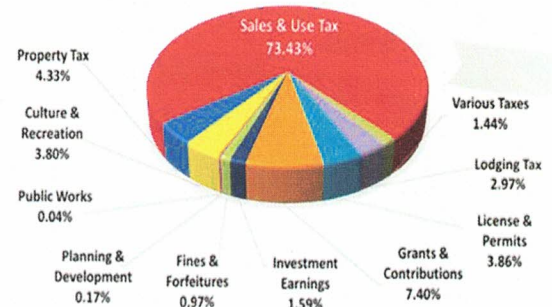
Unemployment Rate  
2.4%



## Financial Highlights

- The City's combined net position (difference between assets and deferred outflows and liabilities and deferred inflows in governmental and business-type activities) on September 30, 2023, totaled \$238,766,828 as follows: \$291,088,464 in net investment in capital assets (difference between the capital asset and the outstanding debt incurred to finance those capital assets) \$1,260,761 restricted (resources that are constrained by legislation to a particular purpose) and a deficit unrestricted net position of \$53,582,397.
- Total revenues for all governmental funds were \$130,439,484 and total spending was \$143,460,081. The fund balances (the excess of what is owned over what is owed ~ assets minus liabilities/ debt) for these funds were \$82,521,852 in FY2023 compared to \$85,828,533 in FY 2022.
- Total revenues for business-type activities (Utility and Solid Waste) at the end of FY2023 were \$145,919,056 and total spending was \$127,636,038. Total net position was \$182,556,643 in FY 2023 as compared to \$173,589,707 in FY 2022.
- The City of Dothan adopts a biennium budget for its general, debt service, capital projects, school, public building authority, utility, and solid waste funds. In addition, a mid-biennium budget is presented no later than April 15th of each year.

FY 2023 GOVERNMENTAL REVENUES



CITY OF DOTHAN SALES & USE TAX





## **Opportunities and Challenges:**

- ◆ Dothan has one of the lowest millage rates in the State of Alabama; sales tax and utility receipts are the City's major revenue sources.
- ◆ The City is in very sound financial condition.
- ◆ The City supports Dothan City Schools by contributing over \$4.6M to their annual budget. Additionally, it provides in-kind services each year of just under \$1M.
- ◆ Dothan has a very comprehensive strategic planning process which is updated annually. The action items identified in the strategic planning process become the basis for the budget and capital programs.
- ◆ Creating jobs to meet the needs of all citizens. The focus will be to attract businesses which create jobs paying above average wages. The City of Dothan works hand in hand with the economic development efforts of the Dothan Area Chamber of Commerce, Houston County, and other regional partners toward this goal.
- ◆ Workforce development to prepare Dothan residents for the job openings of today as well as future jobs.
- ◆ In conjunction with the Dothan Downtown Redevelopment Authority, the City is working to continue the revitalization of the Historic Dothan Downtown. This effort must continue and is a great opportunity for economic development in this core area.
- ◆ Dothan's existing industrial park is almost full. The City and its economic development partners (Houston County and the Chamber of Commerce) must work together to identify sites for this purpose.
- ◆ The Wiregrass Public Safety Training Center provides state of the art public safety training to the City of Dothan, local municipalities, state and federal agencies, and public safety education and programs are offered to the general public. This 24-acre facility will play an essential role in the ongoing training and development of first responders in Southeast Alabama and the surrounding areas.
- ◆ Dothan is known as the Circle City because of the major corridor (Ross Clark Circle) which loops around the City. The growth and development of Dothan has taxed the capacity of this route to accommodate the local traffic as well as visitors and those traveling through the City. The Alabama Department of Transportation has plans for some major improvements to a section of this highway. The road will remain open while construction is underway and will create traffic problems during various phases of construction.
- ◆ Succession planning - key department heads and other staff are now or will soon be eligible for retirement. Approximately 40% of City employees have been in their jobs for less than seven years. However, several key senior staff members are expected to retire within the next three years. Thus, the need for succession planning and employee training and development. The City's employee diversity should be improved to better reflect the diversity in the community.
- ◆ Need to improve public communication using traditional media and the effective use of social media and other methods.
- ◆ Dothan's current bond ratings are categorized as **Excellent Financial Security**; Moody's Investors Service – Aa2 and S&P Global Ratings – AA.
- ◆ A phased multimillion dollar comprehensive City Center/Downtown Revitalization is underway – critical decisions will need to be made as the project progresses through its phases.
- ◆ Ensure the City's recreational amenities are equally provided around the City to meet the needs of the community.
- ◆ A highly successful *Love Dothan* branding program has been adopted and implemented,





## **About the City Manager**

The City Manager is the administrative head of the City and administers the policies of the Commission, City ordinances and state and federal laws pertaining to the City. Specifically, the City Manager:

- ◆ Directs the activities of all department heads; appoints, disciplines, and removes department heads as necessary upon approval of the Commission.
- ◆ Makes recommendations to the Commission concerning creation, consolidation and combining of offices, positions, or departments of the administrative and operational departments of the City.
- ◆ Plans, organizes, and supervises the operations of City's various departments to ensure efficiency, economy, and cooperation among departments and with other agencies, commissions, committees, etc.
- ◆ Investigates all complaints related to the administration and operation of the City government.
- ◆ Acts as or appoints a purchasing agent; directs and oversees the purchasing functions for all departments.
- ◆ Attends all meetings of the City Commission and takes part in discussions.
- ◆ Keeps the Commission fully advised at all times as to the financial condition and needs of the City.
- ◆ Prepares bi-annual operations and supplemental budgets; prepares and presents semi-annual financial reports.
- ◆ Makes recommendations to the Commission for adoption of new policies and ordinances as deemed necessary.
- ◆ Ensures that proper accounting procedures are established and followed.
- ◆ Performs other lawful duties as required by the Commission.

## **Requirements Include:**

Graduation from a regionally accredited college or university recognized by the United States Department of Education (USDE) or the Council on Higher Education Accreditation (CHEA) with a Bachelor's Degree in Public Administration, Business Administration, or a related field. Master's Degree in related field is preferred.

Ten years of progressively responsible experience in government as a City/County Manager, Assistant City/County Manager, Administrator, or equivalent position.

### **In addition, the following management, leadership, and interpersonal qualities are required:**

- ◆ Effectively communicate with the City Commission and understand the needs of each district to strategically plan and execute established goals and objectives.
- ◆ Work collaboratively with Houston County, the Dothan Area Chamber of Commerce, and other constituent agencies in fostering a positive working relationship with the City of Dothan.
- ◆ Provide leadership and professional assistance to City staff and create a highly productive workforce.
- ◆ Exhibit governmental budgeting knowledge and fiscal responsibility while planning for the future and maintaining a positive financial position.





## **Additional Qualities and Special Expertise Include:**

- ◆ Exemplify ethics and integrity in decision making and conflict resolution among staff, dealing with the public, and the City Commission.
- ◆ Leads with vision, strength, assertiveness, and goal focused while remaining open, accessible, and visible to City Commissioners, employees, and the community.
- ◆ Proactively coach, challenge, and motivate employee performance and remain engaged in staff success and achievement while improving methods and processes when appropriate.
- ◆ Listen, observe, team build, and initiate resolutions to solve problems while building cohesiveness among City staff, department heads, and constituent agencies.
- ◆ Plan and establish the appropriate methods of transparency and accountability in City operations and policy development.
- ◆ Remain committed to Dothan's future by leading by example and communicating with the City Commission and the general public the reality of the City's growth potential and resource availability.
- ◆ Extensive understanding and experience in municipal finance, and understands the concept of return on investment, as experienced in a public or private business entity.
- ◆ Financially disciplined with economic, community planning, and downtown redevelopment experience.
- ◆ Utility (water, sewer, electric) management experience.

## **Compensation**

The City Manager's compensation will be highly competitive and will include an excellent benefit package. The City will pay reasonable and customary moving expenses. City residency is required within six (6) months.

## **Application and Selection Process**

The position will remain open until filled and will move forward immediately upon receipt of a sufficient pool of well-qualified applicants. If interested, please email your resume and cover letter with salary requirements to [slavin@bellsouth.net](mailto:slavin@bellsouth.net). For additional information about this position, contact Robert E. Slavin, President, Slavin Management Consultant by phone at (770) 449-4656 or by email at [slavin@bellsouth.net](mailto:slavin@bellsouth.net).



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