

CITY OF DOTHAN



AN OUTSTANDING OPPORTUNITY TO
SERVE THE CITIZENS OF
DOTHAN, ALABAMA
AS THEIR NEXT
CITY MANAGER



About the City of Dothan

The City of Dothan is located in the southeastern part of the State of Alabama approximately 20 miles west of the State of Georgia and 18 miles north of the State of Florida. The City is a rapidly growing and thriving community built around the landmarks of its past. Although it is the center for recreation, business, industry, agriculture, healthcare and retail trade in the area, Dothan offers the charm and friendliness of the *Deep South*. Proclaimed "Peanut Capital of the World," Dothan has become a melting pot due to its friendly atmosphere and southern hospitality.

In the 1830s 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, after Genesis 37:17 "And the man said, They are departed hence: for I heard them say, Let us go to Dothan. And Joseph went after his brethren, and found them in Dothan".



JOSEPH STATUE AT MILLENNIUM PARK

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. Dothan offers dial-a-ride service through its non-profit Wiregrass Transit Authority.

Healthcare

Dothan is the home of two hospitals. Southeast Alabama Medical Center 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, that 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 daily newspaper, the *Dothan Eagle*, and one weekly newspaper, the *Dothan Progress*. 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 (\$80,000 purse) 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 cost of livings in Alabama. The cost of living index is 16% below the national average and 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 five years, investment has been over \$400M, creating 2300 jobs. Some significant additions are:

- ◆ Commercial Jet
- ◆ Glasstream Powerboats
- ◆ International Beams
- ◆ CAE Dothan Training 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 Monument pays tribute to one of the nation's greatest educators and agricultural researchers.
- ◆ The US Army Aviation Museum, located in nearby Fort Rucker, houses one of the largest helicopter collections in the world.
- ◆ Southeast Alabama Community Theater offers live entertainment and theatrical productions.
- ◆ The Southeast Alabama Dance Company provides various ballets throughout the year.
- ◆ Patti Rutland Jazz is a professional contemporary jazz and hip-hop dance company located in Dothan.
- ◆ Music South, offers a wide variety of musical performances, from classical symphony performances to jazz, African and other musical styles.
- ◆ Spark Theater Company is a non-profit theater company and performing arts educational program.
- ◆ "Peanuts Around Town" is a public art project, organized by the former Downtown Group, now the Dothan Downtown Redevelopment Authority. It consist of five-foot tall peanut sculptures decorated in various fashions and displayed around Dothan.
- ◆ "Wiregrass Festival of Murals" is an ongoing project offering historic murals painted by locally, nationally and inter-nationally acclaimed muralists on walls of buildings in the downtown historic district.
- ◆ The Dothan Opera House, built in 1915, features theater performances, concerts, symphonies, ballet performances, and other cultural events.
- ◆ Dothan Area Botanical Gardens includes 50 acres of cultivated gardens and undeveloped, wooded landscapes .
- ◆ Highland Oaks Golf Course is part of Alabama's Robert Trent Jones Golf Trail.

About the Government

Mission Statement: Provide the best municipal services, in a customer friendly manner, and to be financially sound while investing in the City's future and engaging our residents.

Dothan is a municipal corporation incorporated on November 10, 1885 under the Constitution and laws of the State of Alabama. The City is governed by a Mayor/Commission/City Manager form of government. The Mayor is elected at-large and the six Commissioners are elected from six single member districts for concurrent terms of four 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.

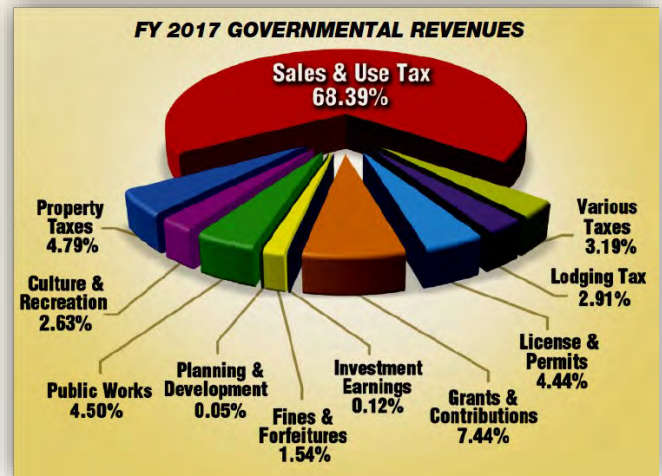
The Mayor, who is a member of the Board of Commissioners, is the City's chief executive officer. The City Manager is the administrative head of the City government and is responsible for directing and managing the daily activities of the City and implementing the policies of the Board of Commissioners. The City's departments include: General Administrative (Mayor, Commissioners, City Manager, City Clerk, EEO, Public Relations, Internal Analyst & Legal), Information Technology, Judicial, Finance (Accounting, Purchasing, Utility Services/Meter Reading & Utility Collections), Personnel (Human Resources), Police, Fire, Public Works (Engineering, Street & Environmental Services), Planning & Development (Permitting, Business License, Inspections & Zoning), Leisure Services (Parks & Recreation), Performing Arts, General Services (Liability & Workers' Compensation Insurance, Facilities & Fleet) and Dothan Utilities (Electric, Water & Wastewater/Sewer).

There are 1,257 authorized employee positions (1,021 full-time, 60 part-time and 176 seasonal) of which 1,151 are currently filled (966 full-time, 51 part time and 134 seasonal). Those employees staff the departments, producing high quality and cost-effective public services.

Finances

The following financial information is presented in Dothan's 2017 Popular Annual Financial Report (PAFR). The PAFR is a summary of the financial activities of the City's governmental funds and is drawn from information found in the Comprehensive Annual Financial Report (CAFR). Dothan's CAFR can be viewed online through the City's website at www.dothan.org.

- ◆ The City's combined net position (difference between assets and deferred outflows and liabilities and deferred inflows in governmental and business-type activities) at September 30, 2017, totaled \$121,048,809.
- ◆ As of September 2017, the City had \$45,659,863 reserved for future general and utility fund projects.



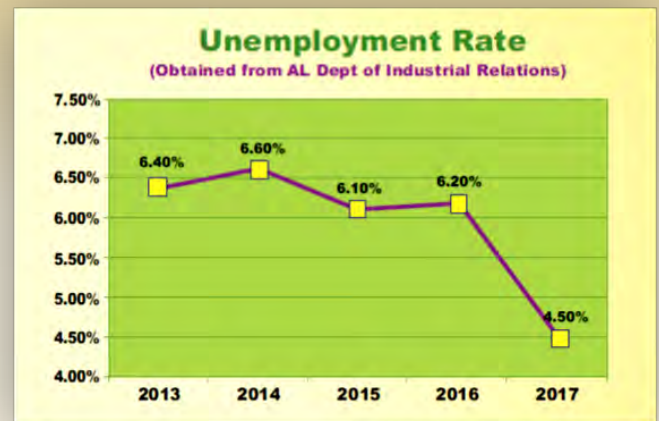
- ◆ Total revenues for all governmental funds were \$94,800,615 and total spending was \$102,589,548. Other financing sources consisted of transfers in the amount of \$6,741,634 and issuance of debt in the amount of \$17,000,000 for a net change in fund balance of \$15,952,701. The fund balances (the excess of what is owned over what is owed ~ assets minus liabilities/debt) for these funds were \$55,891,670 in FY 2017 compared to \$39,938,969 in FY 2016.



Opportunities and Challenges

(Not prioritized)

- ◆ 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 \$22M Wiregrass Public Safety Training Center is under construction and scheduled to open fall 2019. This is a partnership with several local groups and the Wiregrass Foundation is providing the majority of the



funding. 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.

- ◆ The City is under an EPA Administrative Order on Consent and must significantly reduce or eliminate sanitary sewer overflows. Since 2008, the City has spent over \$117M for sewer improvements. This process will continue for the foreseeable future, and funding of these improvements must be found.
- ◆ 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.
- ◆ Need to improve public communication using traditional media and the effective use of social media and other methods.



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:

- ◆ Administers the policies of the Commission, Code of Ordinances of the City, and state and federal laws pertaining to the City; ensures all laws, City ordinances, resolutions, policies and directives are carried out.
- ◆ 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 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.
- ◆ Exemplify ethics and integrity in decision making and conflict resolution among staff, dealing with the public, and the City Commission.
- ◆ Proactively coach and motivate employee performance and remain engaged in staff success and achievement.
- ◆ Listen, observe, and initiate resolutions to solve problems while building cohesiveness among City staff 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.

City Commission desired areas of special expertise include:

- ◆ Finance and budgeting, including fiscal forecasting
- ◆ Economic development, including downtown redevelopment
- ◆ Planning and Community Development
- ◆ Some experience with EPA consent decrees would be helpful
- ◆ Verbal and written communications
- ◆ Utility (water, sewer or 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 current salary immediately to: slavin@bellsouth.net. For additional information about this position, contact Robert E. Slavin, President, Slavin Management Consultants by phone at (770) 449-4656 or by email at slavin@bellsouth.net



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