



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Public Safety Pay and Classification Study Results**

Board Meeting Date: **November 26, 2024**

Prepared By: **Jon Barlow – Town Manager**

Overview: At the request of the Town Board of Commissioners, a comprehensive Pay and Classification analysis of all sworn full-time law enforcement and Fire Department positions was conducted.

A periodic review of compensation benefits for all staff is critical to ensure that compensation levels are competitive in comparison to other public safety units within our region. Often, we are competing to hire the same people. Maintaining compensation benefits that are competitive will assist in creating a staff that is experienced and satisfied with their jobs in the Town of Swansboro.

This study included analyzing a total of 20 different positions and 24 individual staff members. For comparative purposes salary data was collected from the following municipalities: Atlantic Beach, Beaufort, Emerald Isle, Jacksonville, Ocean Isle Beach, Pine Knoll Shores and South Port. For the most part, these towns have similar jobs to those in Swansboro. Minimum and maximum salary data was collected in order to determine the average range for each position. Every effort was made to move Swansboro starting salaries as close to the comparative averages with the understanding it would not be possible in most instances. Averages, particularly those of larger towns, can move considerably due to one or two higher salary figures. Overall, the newly proposed salary recommendations bring Swansboro in terms of compensation much closer to those in close proximity. The total annual cost to implement the Plan is \$135,086. If implemented in January 2025 the cost for one-half of the year would be \$67,543.

Background Attachment(s):

1. Proposed Salary Grade Range
2. Proposed Salary Study
3. Current Salary Study

Recommended Action: Approve the recommended Pay and Classification Plan revisions as presented with full implementation effective the first pay period in January 2025.

Action: _____

