

FY25 COMPENSATION & CLASSIFICATION STUDY

MADISON COUNTY, VIRGINIA



APRIL 23, 2024

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FY25 Madison County Employee Classification and Compensation Plan

Intent

This document articulates Madison County, Virginia's employee compensation plan and uniform pay plan as per the provisions of the Personnel Policy and §15.2-1506 of the Code of Virginia.

Philosophy

Madison County's compensation philosophy involves:

- Providing fair and equitable rates of pay to employees,
- Providing benefits that are fiscally responsible with public resources with the goal of competing for successful new hires while retaining existing employees,
- Maintaining a system of pay grades that state the minimum, mid-point, and maximum rates that the County pays individuals within a position class,
- Establishing rates of pay that allow the County to compete successfully for new employees within its market area. The market area is understood to be the localities used as part of this classification and compensation study,
- Establishing a market position that is fiscally responsible with public resources,
- Ensuring that pay rates for employees are based on individual performance that meets or exceeds expectations and reflects changing economic conditions,
- Developing pay administration policies and procedures that ensure their consistent application between the County's operating units, and
- Ensuring that the compensation program is understandable.

Framework

The County's existing compensation plan consists of a classification system for all jobs and a pay grade that sets a pay range for each classified position. During research and review of the existing classification system, it was determined that the County should strongly consider adopting a new two-tier pay scale classification system; a public safety pay scale and a non-public safety pay scale. It was also determined that the lowest pay grade on the non-public safety pay scale should start at \$12.00 per hour to be in line with the current Virginia minimum wage law.

While preparing the classification and compensation study, the study team issued an employee survey to be completed anonymously. The survey's goal was to gain an understanding of whether the needs of our county staff are being met. Employees were asked if their current duties matched their job description, how they viewed current benefits, current salary, and their current work environment. A summary of the survey will be provided in the final draft of the classification and compensation study. Overall, employees tend to be happy with their work environment but feel the need for improvement in the employee cost of benefits (health insurance) and a need to increase salaries to be more aligned with current market rates.

Classification and Compensation Study Methodology

The study team solicited the following counties to obtain salary data: Culpeper, Albemarle, Greene, Orange, Page, Rappahannock, Rockingham, and Warren. Selected counties were based on being localities that compete for similar employment and localities that employees commute from or citizens commute to for employment. The data collected included departments, positions, years of service in the position, salary range, and current position salary. It shall be noted that not all counties were able to provide their employees with years of service in their position.

Surrounding county average salaries are provided for each position. Any salary anomalies that appeared to exist were excluded from the surrounding county average salary. All anomalies are highlighted in red. Anomalies could be a factor of an employee's years of service being higher than the rest of the market area and in limited cases a lower salary could stem from a specific county being considerably below the market area rate or having a less than full-time position. Therefore, both examples would be excluded, and the market salary would be shown as "surrounding counties average salary revised" on the Draft FY25 Compensation Surrounding County Comparison Spreadsheet.

Years of service data was collected to understand an employee's tenure and their salary compared to the employee tenure and salary of all Madison County positions, except the Constitutional Offices of Sheriff, Commissioner of Revenue, Treasurer, Clerk of the Court, and Commonwealth's Attorney. Unlike the last compensation study, the FY25 draft study does not recommend a years of service increase on top of any recommended salary increase. The study team provided salary recommendations for each position based on the market rate of surrounding county average salaries, comparing employee years of service, and ensuring that Madison County employee salaries meet the following criteria: 1.) employees shall be paid at least at the minimum of their classified pay grade, 2.) employees with 15 years of service shall align closer to the mid-point of their classified pay grade, 3.) salaries shall factor any relevant certifications held by employees, and 4.) existing salaries shall be compared with the market area while factoring in any employment acceptance conditions.

Study Outcome

The goal of the study was to evaluate the current salaries of Madison County employees against the market area to determine if market rate adjustments needed to be made and if current positions were classified properly. Notes were made for each position. An employee fell into three different categories:

1. No increase due to being at market rate.
2. No increase recommended as employment acceptance letter allows for increase(s) after obtaining certification(s).
3. Recommendation for increase (variations are dependent on market rate, reclassification, employee department compression, etc.).

Future Objectives

It is the County's goal to update the compensation plan annually concurrently with the budget process to adjust for changing conditions including increased cost of living.

The County Administrator is authorized by the Personnel Policy to approve promotions and/or merit raises for specific employees to which this policy applies during the fiscal year within budget limitations as justified and upon recommendation of the subordinate supervisor.

Programmed Career Development

To encourage and enable professional development for entry and mid-level employees, department heads shall establish a progression plan for employees within their departments.

Progression plans within a group of position classes will be based on career track considerations and upward mobility subject to an employee qualifying per established standards. Career development is subjective and is directed by the needs of the County and evolving priorities as determined by management.

All full-time positions listed in this plan are considered "billed" such that no new full-time positions are to be created during the budget year without the approval of the County Administrator.

Part-Time Employees

Classification and compensation for part-time employees shall conform to the provisions of this plan to the extent practical. The classification and compensation study factors in the Virginia minimum wage law that raises minimum wage up to \$15/hour by January 1, 2027. The minimum wage as of January 1, 2023 until January 1, 2025 shall be \$12/hour. However, it is understood that variables such as the following make it impractical to have a detailed career development plan or in-grade progression plan for each:

- Increased flexibility that part-time employees provide the County,
- Lower cost of benefits provided,
- The 30 hour/week limit before health benefits must be provided per the Affordable Care Act,
- Inconsistent capabilities of the County to provide assurances of long-term job security for the various part-time positions, and
- Changing needs of the County limitations imposed by resources that may be available.

Advancement Within Grade

The performance of employees will be formally reviewed and documented, and adjustments may be made (1) at the end of the initial hire or other probationary period and (2) at least annually.

Advancement within a pay grade will be based upon:

- Satisfactory or better rating on evaluations. This is subject to no incident(s) within the prior 12 months resulting in a written reprimand or higher level of disciplinary action.
- Meeting goals established in the employee's prior evaluation.
- Years of full-time employment with Madison County. All mandatory military leave is considered continuous, full-time employment.
- Meeting all minimum requirements and progression standards for the position class (i.e. employee must meet all items contained in the position description).

Supervisors may prepare and submit a written plan for employee pay advancement within grades for approval by the County Administrator and, upon approval, shall maintain the record of that approved written plan.

All full-time employees should be high school graduates or possess a GED certificate or equivalent at the time of hire. All full-time Madison County employees are expected to possess and maintain a valid driver's license as a condition of employment. Initial employment or assignment may be contingent on meeting minimum qualifications prior to the expiration of a probationary period.

The rate of pay for new employees shall be at the lower end of the pay grade for the position unless there is clear justification for higher pay for that position.

Training and Certifications

It is the employee's responsibility to attain the training or certification required for advancement. This may be done during work hours as approved by the supervisor but within the limits of training funds available. In all cases, the employee will provide printed copies of training certificates to the supervisor. If no training certificate is available, the employee shall provide full and sufficient printed documentation that the employee has acquired the appropriate skills and/or training to his supervisor.

Compensation and Uniform Pay Plan

The organizational chart contained in this plan is intended to portray an overview of Madison County's personnel alignment.

The pay scales shown are intended to be used to implement the Madison County compensation philosophy articulated above and in the Personnel Policy as the compensation plan. It should be anticipated that positions will be changed or added over time.

The listing of approved positions and grades portrays the Madison County staffing plan and is intended to articulate a uniform pay plan for Madison County.

Madison County

FY25 Compensation Study



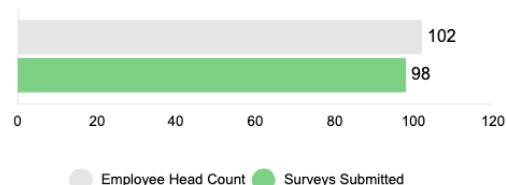
Welcome to the Employee Questionnaire

Salary Review Dashboard. Keeping employee morale up is critical to ensuring the success of our organization. A great way to help our employees feel connected is to run regular "pulse" checks or surveys to check in on morale and give employees an opportunity to tell us how they're feeling. This Dashboard is designed to centralize information gathered from Madison County employee pulse checks. This Dashboard also includes the current FY24 salary ranges for all positions in Madison County.

98

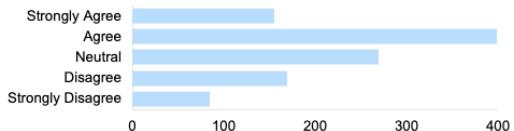
Surveys Submitted

Surveys Submitted vs Company Head Count



Employee Head Count Surveys Submitted

General Feedback



Survey Questions by Reporting Factor

Benefits



1. I am satisfied with my total benefits package.

6
Strongly Agree

43
Agree

24
Neutral

19
Disagree

6
Strongly Disagree

26%
Disagree/Strongly Disagree



2. I am satisfied with the healthcare-related benefits offered by the County.

7
Strongly Agree

38
Agree

31
Neutral

16
Disagree

6
Strongly Disagree

22%
Disagree/Strongly Disagree



3. I am satisfied with the amount of paid leave offered by the County.

12
Strongly Agree

40
Agree

29
Neutral

10
Disagree

7
Strongly Disagree

17%
Disagree/Strongly Disagree

Compensation



1. I am satisfied with my overall compensation.

2
Strongly Agree

16
Agree

33
Neutral

35
Disagree

12
Strongly Disagree

48%
Disagree/Strongly Disagree



2. I am compensated fairly in my position relative to my local market.

1
Strongly Agree

8
Agree

31
Neutral

34
Disagree

24
Strongly Disagree

59%
Disagree/Strongly Disagree

Relationship Management



1. Employees treat each other with respect.

14

Strongly Agree

49

Agree

24

Neutral

8

Disagree

3

Strongly Disagree

11%

Disagree/Strongly Disagree

Management



1. My supervisor and I have a good working relationship.

43

Strongly Agree

35

Agree

9

Neutral

5

Disagree

6

Strongly Disagree

11%

Disagree/Strongly Disagree

Role Confidence & Training



1. I believe my current job description accurately reflects my regular duties.

8

Strongly Agree

50

Agree

19

Neutral

16

Disagree

5

Strongly Disagree

21%

Disagree/Strongly Disagree



1. I am satisfied with the job-related training the County offers me.

18

Strongly Agree

42

Agree

24

Neutral

12

Disagree

2

Strongly Disagree

14%

Disagree/Strongly Disagree

Work Environment



1. The County has a safe work environment.

27

Strongly Agree

37

Agree

23

Neutral

9

Disagree

2

Strongly Disagree

11%

Disagree/Strongly Disagree

Communication



1. Communication between management and employees is good in my organization.

17

Strongly Agree

41

Agree

22

Neutral

6

Disagree

12

Strongly Disagree

18%

Disagree/Strongly Disagree

Madison County, VA
Non-Public Safety Pay Scale FY25

% Between Grades:
 Starting midpoint:

5%
30,726

Annual Pay Range			
Grade	Min	Mid	Max
1	\$ 24,960	\$ 30,726	\$ 37,823
2	\$ 26,208	\$ 32,262	\$ 39,715
3	\$ 27,518	\$ 33,875	\$ 41,700
4	\$ 28,894	\$ 35,569	\$ 43,785
5	\$ 30,339	\$ 37,347	\$ 45,975
6	\$ 31,856	\$ 39,215	\$ 48,273
7	\$ 33,449	\$ 41,175	\$ 50,687
8	\$ 35,121	\$ 43,234	\$ 53,221
9	\$ 36,877	\$ 45,396	\$ 55,882
10	\$ 38,721	\$ 47,666	\$ 58,677
11	\$ 40,657	\$ 50,049	\$ 61,610
12	\$ 42,690	\$ 52,551	\$ 64,691
13	\$ 44,825	\$ 55,179	\$ 67,925
14	\$ 47,066	\$ 57,938	\$ 71,322
15	\$ 49,419	\$ 60,835	\$ 74,888
16	\$ 51,890	\$ 63,877	\$ 78,632
17	\$ 54,485	\$ 67,070	\$ 82,564
18	\$ 57,209	\$ 70,424	\$ 86,692
19	\$ 60,069	\$ 73,945	\$ 91,027
20	\$ 63,073	\$ 77,642	\$ 95,578
21	\$ 66,226	\$ 81,525	\$ 100,357
22	\$ 69,538	\$ 85,601	\$ 105,375
23	\$ 73,015	\$ 89,881	\$ 110,643
24	\$ 76,665	\$ 94,375	\$ 116,176
25	\$ 80,498	\$ 99,094	\$ 121,984
26	\$ 84,523	\$ 104,048	\$ 128,083
27	\$ 88,750	\$ 109,251	\$ 134,488
28	\$ 93,187	\$ 114,713	\$ 141,212
29	\$ 97,846	\$ 120,449	\$ 148,273
30	\$ 102,739	\$ 126,471	\$ 155,686
31	\$ 107,876	\$ 132,795	\$ 163,471
32	\$ 113,269	\$ 139,435	\$ 171,644
33	\$ 118,933	\$ 146,406	\$ 180,226

Hourly Pay Range		
Min	Mid	Max
\$ 12.00	\$ 14.77	\$ 18.18
\$ 12.60	\$ 15.51	\$ 19.09
\$ 13.23	\$ 16.29	\$ 20.05
\$ 13.89	\$ 17.10	\$ 21.05
\$ 14.59	\$ 17.96	\$ 22.10
\$ 15.32	\$ 18.85	\$ 23.21
\$ 16.08	\$ 19.80	\$ 24.37
\$ 16.89	\$ 20.79	\$ 25.59
\$ 17.73	\$ 21.82	\$ 26.87
\$ 18.62	\$ 22.92	\$ 28.21
\$ 19.55	\$ 24.06	\$ 29.62
\$ 20.52	\$ 25.27	\$ 31.10
\$ 21.55	\$ 26.53	\$ 32.66
\$ 22.63	\$ 27.85	\$ 34.29
\$ 23.76	\$ 29.25	\$ 36.00
\$ 24.95	\$ 30.71	\$ 37.80
\$ 26.19	\$ 32.25	\$ 39.69
\$ 27.50	\$ 33.86	\$ 41.68
\$ 28.88	\$ 35.55	\$ 43.76
\$ 30.32	\$ 37.33	\$ 45.95
\$ 31.84	\$ 39.19	\$ 48.25
\$ 33.43	\$ 41.15	\$ 50.66
\$ 35.10	\$ 43.21	\$ 53.19
\$ 36.86	\$ 45.37	\$ 55.85
\$ 38.70	\$ 47.64	\$ 58.65
\$ 40.64	\$ 50.02	\$ 61.58
\$ 42.67	\$ 52.52	\$ 64.66
\$ 44.80	\$ 55.15	\$ 67.89
\$ 47.04	\$ 57.91	\$ 71.28
\$ 49.39	\$ 60.80	\$ 74.85
\$ 51.86	\$ 63.84	\$ 78.59
\$ 54.46	\$ 67.04	\$ 82.52
\$ 57.18	\$ 70.39	\$ 86.65

Madison County, VA
Public Safety Scale FY25

Annual Pay Range				
Public Safety Position	Grade	Min	Mid	Max
Deputy Animal Control Officer 1	PS2	\$ 42,690	\$ 52,551	\$ 64,691
Deputy Animal Control Officer 2	PS4	\$ 47,066	\$ 57,938	\$ 71,322
Chief Animal Control Officer	PS9	\$ 60,069	\$ 73,945	\$ 91,027
Emergency Communications Dispatch 1	PS1	\$ 40,657	\$ 50,049	\$ 61,610
Emergency Communications Dispatch 2	PS2	\$ 42,690	\$ 52,551	\$ 64,691
Emergency Communications Dispatch 3	PS3	\$ 44,825	\$ 55,179	\$ 67,925
Emergency Communications Dispatch 4 - Shift Supervisor	PS4	\$ 47,066	\$ 57,938	\$ 71,322
Assistant Director of Emergency Communications	PS7	\$ 54,485	\$ 67,070	\$ 82,564
Director of Emergency Communications	PS12	\$ 69,538	\$ 85,601	\$ 105,375
EMT Basic	PS4	\$ 47,066	\$ 57,938	\$ 71,322
EMT Advanced	PS5	\$ 49,419	\$ 60,835	\$ 74,888
EMT Intermediate	PS6	\$ 51,890	\$ 63,877	\$ 78,632
EMT Paramedic	PS7	\$ 54,485	\$ 67,070	\$ 82,564
EMT Lieutenant 1	PS8	\$ 57,209	\$ 70,424	\$ 86,692
EMT Lieutenant 2	PS11	\$ 66,226	\$ 81,525	\$ 100,357
Assistant Chief Emergency Medical Services	PS15	\$ 80,498	\$ 99,094	\$ 121,984
Chief Emergency Medical Services	PS16	\$ 84,523	\$ 104,048	\$ 128,083
*Deputy Sheriff	PS7	\$ 54,485	\$ 67,070	\$ 82,564
School Resource Officer	PS8	\$ 57,209	\$ 70,424	\$ 86,692
Deputy Sheriff Sergeant / Deputy Sheriff Investigator	PS9	\$ 60,069	\$ 73,945	\$ 91,027
Deputy Sheriff First Sergeant	PS10	\$ 63,073	\$ 77,642	\$ 95,578
Deputy Sheriff Lieutenant / Deputy Sheriff First Lieutenant Investigations	PS11	\$ 66,226	\$ 81,525	\$ 100,357
Deputy Sheriff Captain	PS15	\$ 80,498	\$ 99,094	\$ 121,984
Deputy Sheriff Major	PS16	\$ 84,523	\$ 104,048	\$ 128,083

Hourly Pay Range		
Grade	Min	Mid
PS1	\$ 19.55	\$ 24.06
PS2	\$ 20.52	\$ 25.27
PS3	\$ 21.55	\$ 26.53
PS4	\$ 22.63	\$ 27.85
PS5	\$ 23.76	\$ 29.25
PS6	\$ 24.95	\$ 30.71
PS7	\$ 26.19	\$ 32.25
PS8	\$ 27.50	\$ 33.86
PS9	\$ 28.88	\$ 35.55
PS10	\$ 30.32	\$ 37.33
PS11	\$ 31.84	\$ 39.19
PS12	\$ 33.43	\$ 41.15
PS13	\$ 35.10	\$ 43.21
PS14	\$ 36.86	\$ 45.37
PS15	\$ 38.70	\$ 47.64
PS16	\$ 40.64	\$ 50.02

% Between Grades:	5%
Starting midpoint:	50,049

Public Safety Pay Grades			
Grade	Min	Mid	Max
PS1	\$ 40,657	\$ 50,049	\$ 61,610
PS2	\$ 42,690	\$ 52,551	\$ 64,691
PS3	\$ 44,825	\$ 55,179	\$ 67,925
PS4	\$ 47,066	\$ 57,938	\$ 71,322
PS5	\$ 49,419	\$ 60,835	\$ 74,888
PS6	\$ 51,890	\$ 63,877	\$ 78,632
PS7	\$ 54,485	\$ 67,070	\$ 82,564
PS8	\$ 57,209	\$ 70,424	\$ 86,692
PS9	\$ 60,069	\$ 73,945	\$ 91,027
PS10	\$ 63,073	\$ 77,642	\$ 95,578
PS11	\$ 66,226	\$ 81,525	\$ 100,357
PS12	\$ 69,538	\$ 85,601	\$ 105,375
PS13	\$ 73,015	\$ 89,881	\$ 110,643
PS14	\$ 76,665	\$ 94,375	\$ 116,176
PS15	\$ 80,498	\$ 99,094	\$ 121,984
PS16	\$ 84,523	\$ 104,048	\$ 128,083

Hourly Public Safety Range		
Min	Mid	Max
\$ 19.55	\$ 24.06	\$ 29.62
\$ 20.52	\$ 25.27	\$ 31.10
\$ 21.55	\$ 26.53	\$ 32.66
\$ 22.63	\$ 27.85	\$ 34.29
\$ 23.76	\$ 29.25	\$ 36.00
\$ 24.95	\$ 30.71	\$ 37.80
\$ 26.19	\$ 32.25	\$ 39.69
\$ 27.50	\$ 33.86	\$ 41.68
\$ 28.88	\$ 35.55	\$ 43.76
\$ 30.32	\$ 37.33	\$ 45.95
\$ 31.84	\$ 39.19	\$ 48.25
\$ 33.43	\$ 41.15	\$ 50.66
\$ 35.10	\$ 43.21	\$ 53.19
\$ 36.86	\$ 45.37	\$ 55.85
\$ 38.70	\$ 47.64	\$ 58.65
\$ 40.64	\$ 50.02	\$ 61.58

*Deputy Sheriff Position starts at \$54,485 with an additional \$1,400 added once the Deputy is released to operate independently
Years of Service outside of Madison County will be added to a new employee's base compensation at a rate of 0.5% per year for up to 5 years maximum

Madison County
FY25 Compensation Study
Pay Grades by Position

Code	Department	Position	Current Pay Grade	Min	Mid	Max	New Pay Grade	Min	Mid	Max
			Grade				Grade			
12310	Commissioner of Revenue	Commissioner of Revenue Deputy I	9	35,246	45,822	56,395	10	38,721	47,666	58,677
12310	Commissioner of Revenue	Commissioner of Revenue Deputy II	New	-	-	-	13	44,825	55,179	67,925
12310	Commissioner of Revenue	Commissioner of Revenue Chief Deputy	17	52,075	67,699	83,322	17	54,485	67,070	82,564
12410	Treasurer	Deputy Treasurer I	6	30,447	39,582	48,716	10	38,721	47,666	58,677
12410	Treasurer	Deputy Treasurer II	9	35,246	45,822	56,395	13	44,825	55,179	67,925
12410	Treasurer	Chief Deputy Treasurer	17	52,075	67,699	83,322	17	54,485	67,070	82,564
12420	Finance	Accounts Payable Technician	9	35,246	45,822	56,395	12	42,690	52,551	64,691
12420	Finance	Accounting and Procurement Technician	12	40,802	53,044	65,285	13	44,825	55,179	67,925
12420	Finance	Human Resources Generalist	16	49,595	64,476	79,354	16	51,890	63,877	78,632
12420	Finance	Human Resources Manager	NEW	-	-	-	22	69,538	85,601	105,375
12420	Finance	Finance Director	31	103,104	134,041	164,971	30	102,739	126,471	155,686
12510	Information Technology	System Administrator I	14	44,984	58,481	71,976	14	47,066	57,938	71,322
12510	Information Technology	System Administrator II	NEW	44,984	58,481	71,976	16	51,890	63,877	78,632
12510	Information Technology	Information Technology Manager	16	49,595	64,476	79,354	20	63,073	77,642	95,578
13200	Registrar	Assistant Registrar	6	30,447	39,582	48,716	7	33,449	41,175	50,687
13200	Registrar	Registrar	20	60,283	78,370	96,455	23	73,015	89,881	110,643
21700	Clerk of Circuit Court	Deputy Court Clerk I	9	35,246	45,822	56,395	9	36,877	45,396	55,882
21700	Clerk of Circuit Court	Deputy Court Clerk II	NEW	-	-	-	11	40,657	50,049	61,610
21700	Clerk of Circuit Court	Deputy Court Clerk III	11	38,859	50,518	62,176	12	42,690	52,551	64,691
21700	Clerk of Circuit Court	Chief Deputy Clerk of Court	17	52,075	67,699	83,322	17	54,485	67,070	82,564
22100	Commonwealth Attorney	Administrative Assistant - Commonwealth's Attorney	9	35,246	45,822	56,395	9	36,877	45,396	55,882
22100	Commonwealth Attorney	Administrative Assistant II - Commonwealth's Attorney	10	37,008	48,113	59,215	14	47,066	57,938	71,322
21900	Victim Witness	Victim Witness Coordinator	13	42,842	55,696	68,549	17	54,485	67,070	82,564
31200	Sheriff	Records Specialist	8	33,568	43,640	53,710	13	44,825	55,179	67,925
31200	Sheriff	Administrative Assistant IV	9	35,246	45,822	56,395	15	49,419	60,835	74,888
31200	Sheriff	School Resource Officer	15	47,233	61,405	75,575	PS8	57,209	70,424	86,692
31200	Sheriff	Deputy Sheriff Sergeant	15	47,233	61,405	75,575	PS9	60,069	73,945	91,027
31200	Sheriff	Deputy Sheriff	15	47,233	61,405	75,575	PS7	54,485	67,070	82,564
31200	Sheriff	Deputy Sheriff Investigator	17	52,075	67,699	83,322	PS9	60,069	73,945	91,027
31200	Sheriff	Deputy Sheriff First Sergeant	18	54,678	71,084	87,488	PS10	63,073	77,642	95,578
31200	Sheriff	Deputy Sheriff Lieutenant	21	63,297	82,289	101,278	PS11	66,226	81,525	100,357
31200	Sheriff	Deputy Sheriff First Lieutenant of Investigations	21	63,297	82,289	101,278	PS11	66,226	81,525	100,357
31200	Sheriff	Deputy Sheriff Captain	23	69,785	90,724	111,659	PS15	80,498	99,094	121,984
31200	Sheriff	Deputy Sheriff Major	25	76,938	100,023	123,104	PS16	84,523	104,048	128,083
31401	Emergency Communications	Emergency Communications Dispatcher 1	8	33,568	43,640	53,710	PS1	40,657	50,049	61,610
31401	Emergency Communications	Emergency Communications Dispatcher 2	8	33,568	43,640	53,710	PS2	42,690	52,551	64,691
31401	Emergency Communications	Emergency Communications Dispatcher 3	8	33,568	43,640	53,710	PS3	44,825	55,179	67,925
31401	Emergency Communications	ECC Shift Supervisor/Training Coordinator	11	38,859	50,518	62,176	PS4	47,066	57,938	71,322
31401	Emergency Communications	Assistant Director of Emergency Communications	17	52,075	67,699	83,322	PS7	54,485	67,070	82,564
31401	Emergency Communications	Director of Emergency Communications	24	73,274	95,260	117,242	PS12	69,538	85,601	105,375
32600	Emergency Medical Services	EMT-Basic	9	35,246	45,822	56,395	PS4	47,066	57,938	71,322
32600	Emergency Medical Services	EMT-Advanced	12	40,802	53,044	65,285	PS5	49,419	60,835	74,888
32600	Emergency Medical Services	EMT-Intermediate	12	40,802	53,044	65,285	PS6	51,890	63,877	78,632
32600	Emergency Medical Services	EMT-Paramedic	15	47,233	61,405	75,575	PS7	54,485	67,070	82,564
32600	Emergency Medical Services	EMT-Lieutenant 1	18	54,678	71,084	87,488	PS8	57,209	70,424	86,692
32600	Emergency Medical Services	EMT-Lieutenant 2	20	60,283	78,370	96,455	PS11	66,226	81,525	100,357
32600	Emergency Medical Services	Emergency Medical Services Assistant Chief - Emergency Mngmt	25	76,938	100,023	123,104	PS15	80,498	99,094	121,984
32600	Emergency Medical Services	Emergency Medical Services Chief	27	84,824	110,275	135,722	PS16	84,523	104,048	128,083
34100	Building Official	Combination Inspector	11	38,859	50,518	62,176	18	57,209	70,424	86,692
34100	Building Official	Master Combination Inspector	NEW	38,859	50,518	62,176	20	63,073	77,642	95,578
34100	Building Official	Building Permit Technician	11	38,859	50,518	62,176	11	40,657	50,049	61,610
34100	Building Official	Soil & Erosion Administrator	16	49,595	64,476	79,354	15	49,419	60,835	74,888
34100	Building Official	Director of Building & Zoning	24	73,274	95,260	117,242	27	88,750	109,251	134,488
81100	Planning and Zoning	Building and Zoning Technician	12	40,802	53,044	65,285	13	44,825	55,179	67,925
81100	Planning and Zoning	Director of Planning, Zoning and Permitting	28	89,065	115,789	142,508	24	76,665	94,375	116,176
35120	Animal Shelter	Kennel Assistant	6	30,447	39,582	48,716	6	31,856	39,215	48,273
35120	Animal Shelter	Animal Shelter Manager	14	44,984	58,481	71,976	15	49,419	60,835	74,888
35130	Animal Control	Deputy Animal Control Officer 1	11	38,859	50,518	62,176	PS2	42,690	52,551	64,691
35130	Animal Control	Deputy Animal Control Officer 2	NEW	38,859	50,518	62,176	PS4	47,066	57,938	71,322
35130	Animal Control	Chief Animal Control Officer	16	49,595	64,476	79,354	PS9	60,069	73,945	91,027
43200	Facilities & Maintenance	Custodian	6	30,447	39,582	48,716	8	35,121	43,234	53,221
43200	Facilities & Maintenance	Facilities Maintenance Technician	8	33,568	43,640	53,710	11	40,657	50,049	61,610
43200	Facilities & Maintenance	Facilities and Maintenance Manager	16	49,595	64,476	79,354	18	57,209	70,424	86,692
71100	Parks and Recreation	Parks and Recreation Authority Program Coordinator	14	44,984	58,481	71,976	16	51,890	63,877	78,632
71100	Parks and Recreation	Parks and Recreation Authority Manager	17	52,075	67,699	83,322	18	57,209	70,424	86,692
71100	Parks and Recreation	Parks and Recreation Maintenance Technician	8	33,568	43,640	53,710	11	40,657	50,049	61,610
81110	Economic Development/Tourism	Visitor Center Assistant	6	30,447	39,582	48,716	5	30,339	37,347	45,975
81110	Economic Development/Tourism	Director of Economic Development and Tourism	24	73,274	95,260	117,242	26	84,523	104,048	128,083
12110	County Administrator	Assistant County Administrator	29	93,519	121,579	149,634	29	97,846	120,449	148,273
12110	County Administrator	Executive Administrative Assistant-Deputy Clerk to the Board	13	42,842	55,696	68,549	16	51,890	63,877	78,632

FY25 Compensation Study
Surrounding County Comparison

Dept Segment	Department	Position	Culpeper								Surrounding Counties								Recommended Salary Based on Salary Study				
			Culpeper	Albemarle	Greene	Orange	Page	Rappahannock	Rockingham	Warren	Average Salary (Revised)	Surrounding Counties Average YOS	Surrounding Counties Current Salary	Madison County YOS	Madison County Pay Grade	Recommended Pay Grade	Percentage Increase						
12110	County Administrator	Executive Administrative Assistant-Deputy Clerk to the Board	73,944	-	68,207	58,686	60,900	48,648	55,264	79,708	63,622	58,341	7	48,195	2	16	53,239	10%					
12110	County Administrator	County Administrator	-	-	173,250	179,798	144,761	167,471	-	-	166,320	166,320	7	138,720	3	33	142,882	3%					
12110	County Administrator	Assistant County Administrator	-	62,001	-	115,000	110,250	121,647	-	73,120	96,404	105,004	12	95,000	19	29	97,850	3%					
12310	Commissioner of Revenue	Commissioner of Revenue Deputy I	-	95,680	47,486	45,540	43,769	34,500	33,600	35,344	47,988	40,040	6	35,264	0	10	38,721	10%					
12310	Commissioner of Revenue	Commissioner of Revenue Deputy II	86,251	101,819	45,481	61,035	49,492	-	76,502	117,365	76,849	63,752	15	55,000	0	17	56,650	3%					
12410	Treasurer	Deputy Treasurer I	-	48,597	38,062	34,810	-	36,514	35,344	38,665	38,665	7	32,758	2	10	36,034	10%						
12410	Treasurer	Deputy Treasurer II	-	88,280	49,396	43,635	38,216	-	43,392	42,006	50,821	43,329	11	41,149	11	13	51,235	25%					
12410	Treasurer	Chief Deputy Treasurer	92,028	117,054	-	65,655	61,119	-	78,867	111,776	87,750	68,547	12	53,731	18	17	69,196	29%					
12420	Finance	Accounts Payable Technician	47,000	48,256	44,466	50,000	43,000	-	43,388	38,020	44,876	44,876	1	46,738	4	12	46,738	0%					
12420	Finance	Accounting and Procurement Technician	-	53,680	-	55,000	-	-	58,573	54,855	55,527	55,527	10	51,000	3	13	51,000	0%					
12420	Finance	Human Resources Generalist	54,440	75,712	-	56,500	66,150	48,290	57,841	57,579	59,502	54,930	6	53,136	14	16	54,930	3%					
12420	Finance	Human Resources Manager	84,828	77,476	71,581	-	60,264	-	-	-	73,537	73,537	0-3	53,136	1	22	69,538	31%					
12420	Finance	Finance Director	161,713	186,991	94,995	115,000	78,750	-	151,429	91,491	125,767	113,229	2	103,104	3	30	106,197	3%					
12510	Information Technology	Information Technology Technician	-	-	-	42,812	-	-	-	-	42,812	42,812	0	-	-	NEW	10	42,812	100%				
12510	Information Technology	System Administrator I	73,572	66,127	-	-	-	-	68,608	108,745	79,263	69,436	6	58,477	5	14	58,477	0%					
12510	Information Technology	System Administrator II	73,572	66,127	-	-	-	-	68,608	108,745	79,263	69,436	6	-	-	16	58,477	NEW					
12510	Information Technology	Information Technology Manager	111,767	109,554	-	119,776	-	-	115,500	66,664	104,652	104,652	10	76,751	4	20	76,751	0%					
13200	Registrar	Assistant Registrar	34,368	66,830	41,038	34,986	-	45,848	37,500	-	43,428	43,428	4	23,163	4	7	27,456	19%					
13200	Registrar	Registrar	104,000	127,723	93,882	92,220	92,041	94,679	113,629	102,266	102,555	96,515	10	84,494	11	23	91,480	8%					
21700	Clerk of Circuit Court	Deputy Court Clerk I	39,763	42,860	37,794	39,500	35,053	-	42,500	-	39,578	39,578	4	37,843	3	9	39,186	4%					
21700	Clerk of Circuit Court	Deputy Court Clerk II	52,567	47,526	46,283	54,000	56,987	-	-	32,828	48,365	48,365	7	43,422	28	12	48,365	11%					
21700	Clerk of Circuit Court	Chief Deputy Clerk of Court	74,142	76,917	-	64,600	-	-	75,001	-	72,665	72,665	7	53,118	19	17	64,600	22%					
21900	Victim Witness	Victim Witness Coordinator	-	75,437	58,243	62,000	55,093	58,000	72,398	-	63,528	58,334	9	49,075	2	17	55,902	14%					
22100	Commonwealth's Attorney	Administrative Assistant - Commonwealth's Attorney	41,671	43,048	-	36,395	44,212	39,605	45,794	-	41,787	41,787	9	40,098	4	9	42,771	7%					
22100	Commonwealth's Attorney	Administrative Assistant II - Commonwealth's Attorney	57,000	-	52,500	59,458	53,291	51,000	59,739	-	55,498	55,498	12	47,252	12	14	55,498	17%					
22100	Commonwealth's Attorney	Assistant Commonwealth's Attorney	84,412	106,512	87,279	95,076	-	-	68,272	-	88,310	88,310	4	-	0	21	-	0%					
22100	Commonwealth's Attorney	Deputy Commonwealth's Attorney	147,164	126,838	109,482	104,019	105,344	-	148,361	75,259	116,638	123,535	6	112,200	8	31	117,628	5%					
31200	Sheriff	Records Specialist	42,000	-	51,898	-	-	-	51,068	-	48,322	48,322	9	46,769	16	13	51,898	11%					
31200	Sheriff	Administrative Assistant IV	60,002	82,700	63,040	47,892	39,900	-	-	-	58,707	56,978	11	50,000	15	15	57,500	15%					
31200	Sheriff	School Resource Officer	61,923	-	61,162	56,972	50,657	-	53,232	52,894	56,140	56,140	4	56,990	PS8	PS8	57,209						
31200	Sheriff	Deputy Sheriff Sergeant	71,682	85,174	62,303	75,592	65,055	-	72,883	62,878	70,795	68,399	10	56,418	PS9	PS9	60,069						
31200	Sheriff	Deputy Sheriff	61,923	71,836	56,800	54,572	46,809	-	54,468	51,626	56,862	55,878	4	-	PS7	PS7	54,485						
31200	Sheriff	Deputy Sheriff Investigator	-	-	52,503	68,812	-	-	86,412	59,862	66,897	60,392	5	54,587	PS9	PS9	60,069						
31200	Sheriff	Deputy Sheriff First Sergeant	81,866	-	-	-	-	-	65,676	-	73,771	65,676	1	58,953	PS10	PS10	63,073						
31200	Sheriff	Deputy Sheriff Lieutenant	91,213	-	67,053	-	65,770	75,392	-	71,157	74,117	74,117	12	81,194	PS11	PS11	66,226						
31200	Sheriff	Deputy Sheriff First Lieutenant of Investigations	91,213	-	-	86,760	-	-	87,101	-	88,358	88,358	6	73,126	PS11	PS11	66,226						
31200	Sheriff	Deputy Sheriff Captain	97,267	-	8																		

FY25 Madison County Compensation Study

Department Breakdown

Dept Segment	Department	Total Salary Increase			Total FICA Increase			Total VRS Increase			Total Group Life Increase			Workers Comp Increase			Total Increase All		Comp Board Increased (Revenue)	Total Expense Increase/(Decrease) after new Comp Board Revenue
		Total	Salary	Increase	Total	FICA	Increase	Total	VRS	Increase	Group	Life	Increase	Workers	Comp	Total	All			
12110	County Administrator	\$ 12,056	\$ 922	\$ 1,829	\$ 162	\$ 107	\$ 15,076	\$ 15,076												
12310	Commissioner of Revenue	\$ 4,321	\$ 331	\$ 655	\$ 58	\$ 38	\$ 5,403	\$ (3,152)	\$ 2,251											
12410	Treasurer	\$ 28,828	\$ 2,205	\$ 4,373	\$ 386	\$ 257	\$ 36,050	\$ (3,584)	\$ 32,465											
12420	Finance	\$ 19,495	\$ 1,491	\$ 2,957	\$ 261	\$ 174	\$ 24,379		\$ 24,379											
12510	Information Technology	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0												\$ 0	
13200	Registrar	\$ 11,279	\$ 863	\$ 1,711	\$ 151	\$ 100	\$ 14,104		\$ 14,104											
21700	Clerk of Circuit Court	\$ 16,802	\$ 1,285	\$ 2,549	\$ 225	\$ 150	\$ 21,011	\$ (18,624)	\$ 2,387											
21900	Victim Witness	\$ 6,827	\$ 522	\$ 1,036	\$ 91	\$ 61	\$ 8,537		\$ 8,537											
22100	Commonwealth's Attorney	\$ 23,174	\$ 1,773	\$ 3,516	\$ 311	\$ 206	\$ 28,979	\$ (5,476)	\$ 23,503											
31200	Sheriff	\$ 150,304	\$ 11,498	\$ 22,801	\$ 2,014	\$ 1,338	\$ 187,955	\$ (123,074)	\$ 64,881											
31401	Emergency Communications	\$ 46,996	\$ 3,595	\$ 7,129	\$ 630	\$ 418	\$ 58,769		\$ 58,769											
32600	Emergency Medical Services	\$ 143,161	\$ 10,952	\$ 21,718	\$ 1,918	\$ 1,274	\$ 179,023		\$ 179,023											
34100	Building Official	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0												\$ 0	
35120	Animal Shelter	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												\$ -	
35130	Animal Control	\$ 16,083	\$ 1,230	\$ 2,440	\$ 216	\$ 143	\$ 20,111		\$ 20,111											
43200	Facilities & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												\$ -	
71100	Parks and Recreation	\$ 20,184	\$ 1,544	\$ 3,062	\$ 270	\$ 180	\$ 25,240		\$ 25,240											
81100	Planning & Zoning	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)	\$ (0)												\$ (0)	
81110	Economic Development/Tourism	\$ 6,180	\$ 473	\$ 938	\$ 83	\$ 55	\$ 7,728		\$ 7,728											
		\$ 505,690	\$ 38,685	\$ 76,713	\$ 6,776	\$ 4,501	\$ 632,366	\$ (153,911)	\$ 478,455											

FT Employee Count	Increase Percentage	Total FT Employees	
		0%	> 25%
23	0%		
39	1-10%		
18	11-15%		
22	16-25%		
5	> 25%		
107	Total FT Employees		

FY25 Madison County Compensation Study

Department - County Administrator

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
12110	County Administrator	County Administrator	N/A	138,720	3	166,320	7	N/A	142,882	4,162	3%	Board appointed salary, BOS recommendation based on surrounding counties is 3%
12110	County Administrator	Assistant County Administrator	29	95,000	1	105,004	12	29	97,850	2,850	3%	BOS recommendation based on surrounding counties is 3%
12110	County Administrator	Executive Administrative Assistant-Deputy Clerk to the Board	13	48,195	2	58,341	7	16	53,239	5,044	10%	Increase is based on market and reclassification of paygrade aligns with market adjustment
												<u><u>12,056</u></u>

FY25 Madison County Compensation Study
Department - Commissioner of Revenue

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
12310	Commissioner of Revenue	Commissioner of Revenue Deputy I	9	36,050	0	40,040	6	10	38,721	2,671	7%	Increase is based on market rate and reclassification to align with new pay rate. Reclass allows for tiering of positions within the COR's office. Tiering allows for growth in position which equates to growth in wages.
12310	Commissioner of Revenue	Commissioner of Revenue Deputy II	New	-	0	no data	no data	13	-	-	0%	Increase is based on market rate and reclassification to align with new pay rate. Reclass allows for tiering of positions within the COR's office. Tiering allows for growth in position which equates to growth in wages.
12310	Commissioner of Revenue	Commissioner of Revenue Chief Deputy	17	55,000	0	63,752	15	17	56,650	1,650	3%	Promotion occurred in FY24 - this 3% increase is based on comp board funding; COR recommends the new Chief Deputy also receive another 10% increase on their base salary to \$62,315 once certifications are completed for FY26 (also comp board funded).
										4,321		Although this department shows an increase, this department actually has a decrease in salaries overall between FY24 to FY25 based on the retirement of the former Chief Deputy.

FY25 Madison County Compensation Study
Department - Treasurer

Code	Department	Position Title	Current Pay Grade	Current	Current	Market	Market	New Pay	Percentage		Salary Notes	
				Employee Salary	Employee YOS				Grade	New Salary	Increase	
12410	Treasurer	Deputy Treasurer I	6	32,758	2	38,665	7	10	36,034	3,277	10%	Increase is based on market rate and reclassification to align with new pay rate. Reclass allows for tiering of positions
12410	Treasurer	Deputy Treasurer II	9	41,149	11	43,329	11	13	51,235	10,086	25%	within the Treasurer's office. Tiering allows for growth in position which equates to growth in wages.
12410	Treasurer	Chief Deputy Treasurer	17	53,731	18	68,547	12	17	69,196	15,465	29%	Recommending higher than surrounding counties because this position holds same certs as Chief Deputy
											Recommending grade mid-point plus 3 years COLA \$69k.	
											<u>28,828</u>	

FY25 Madison County Compensation Study
Department - Finance

Code	Department	Position Title	Current Pay Grade	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
12420	Finance	Accounts Payable Technician	9	46,738	4	44,876	1	12	46,738	-	0% No increase recommended due to position being at market rate.
12420	Finance	Accounting and Procurement Technician	12	51,000	3	55,527	10	13	51,000	-	0% No increase recommended due to position being at market rate.
12420	Finance	Human Resources Generalist	16	53,136	13	54,930	6	16	-	-	0% This will be vacant position in FY25
12420	Finance	Human Resources Manager	NEW	53,136	0	73,537	0-3	22	69,538	16,402	31% New position and promotion for current employee based on growth plan which includes SHRM certification. Regrading position from grade 31 to grade 30 to keep current salary above the minimum.BOS
12420	Finance	Finance Director	31	103,104	3	113,229	2	30	106,197	3,093	3% recommendation based on surrounding counties is 3%
											<u><u>19,495</u></u>

FY25 Madison County Compensation Study
Department - Information Technology

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
12510	Information Technology	System Administrator I	14	58,477	5	69,436	6	14	58,477	-	0%	Individual has conditions in promotion letter that provides an advancement plan.
12510	Information Technology	System Administrator II	NEW	-	0	69,436	6	16	58,477	vacant	0%	This position is currently vacant as it is a tiered position when the current System Admin I advances in certification to then move into the System Admin II position.
12510	Information Technology	Information Technology Manager	16	76,751	4	104,652	10	20	76,751	0	0%	Recommending lower than average due to contracted services with ANS taking several of the duties/responsibilities of this position.
<u>0</u>												

FY25 Madison County Compensation Study

Department - Registrar

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
13200	Registrar	Assistant Registrar	6	Part-time	4	43,428	4	7	Part-time	4,293	0%	This is a part-time position and increased to \$22 per hour x 1,248 hours
13200	Registrar	Registrar	20	84,494	11	96,515	10	23	91,480	6,986	8%	Salary is set by the state and Electoral Board recommends supplementing an additional \$6,986
Position Rate Increase												
Deputy Registrar	15.00	15.00	-									11,279
Deputy Registrar	17.97	17.97	-									
Chief Deputy Registrar	18.56	22.00	4,293	based on 1,248 hours per year								

FY25 Madison County Compensation Study
Department - Clerk of Circuit Court

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
21700	Clerk of Circuit Court	Deputy Court Clerk I	9	37,843	3	39,578	4	9	39,186	377	1%	recommending 3-tier position
21700	Clerk of Circuit Court	Deputy Court Clerk II	NEW	-	0	-	0	11	40,657	-	0%	recommending 3-tier position
21700	Clerk of Circuit Court	Deputy Court Clerk III	11	43,422	28	48,365	7	12	48,365	4,943	11%	recommending 3-tier position
21700	Clerk of Circuit Court	Chief Deputy Clerk of Court	17	53,118	19	72,665	7	17	64,600	11,482	22%	Recommendation to bring position to Orange County salary
												16,802

Position	Current Rate	New Rate	Increase
Deputy Court Clerk I	39,186	39,186	-
Deputy Court Clerk I	36,500	36,877	377

FY25 Madison County Compensation Study
Department - Commonwealth's Attorney Victim Witness

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
22100	Commonwealth Attorney	Administrative Assistant - Commonwealth's Attorney	9	40,098	4	41,787	9	9	42,771	2,673	7%	Recommend salary adjustment to align with the average of the surrounding counties.
22100	Commonwealth Attorney	Administrative Assistant II - Commonwealth's Attorney	10	47,252	12	55,498	12	14	55,498	8,247	17%	Recommend adjusting this position to the actual average of surrounding counties due to employee's tenure and experience.
22100	Commonwealth Attorney	Assistant Commonwealth Attorney	21	-	0				CLOSED POSITION		0%	
22100	Commonwealth Attorney	Deputy Commonwealth's Attorney	23	112,200	8	123,535	6	31	117,628	5,428	5%	Recommend adjusting the current salary by 5% since the position received a large increase in FY24.
21900	Victim Witness	Victim Witness Coordinator	13	49,075	2	58,334	9	17	55,902	6,827	14%	This salary is tied to a grant.
												<u><u>23,174</u></u>

FY25 Madison County Compensation Study
Department - Sheriff

Department	Position Title	Current Pay Grade	Current Employees			Current Employees Average Salary	Market Salary Used	Market Salary YOS	New Pay Grade	New			Percentage Increase			Salary Notes	
			Min	Mid	Max					Min	Mid	Max	Salary	Increase	Increase		
Sheriff	Records Specialist	8	33,568	43,640	53,710	46,769	16	48,322	9	13	44,825	55,179	67,925	51,898	5,129	11%	Recommend matching Greene County salary based on position and YOS.
Sheriff	Administrative Assistant IV	9	35,246	45,822	56,395	50,000	15	56,978	11	15	49,419	60,835	74,888	57,500	7,500	15%	Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff	15	47,233	61,405	75,575			55,878	4	PS7	54,485	67,070	82,564	54,485			Recommend grade PS8 with a policy to add \$1,400 to this base pay amount once obtaining all certs and able to operate independently or once orientation is completed.
Sheriff	School Resource Officer	15	47,233	61,405	75,575			56,140	4	PS8	57,209	70,424	86,692	57,209			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff Sergeant	15	47,233	61,405	75,575			68,399	10	PS9	60,069	73,945	91,027	60,069			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff Investigator	17	52,075	67,699	83,322			60,392	5	PS9	60,069	73,945	91,027	60,069			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff First Sergeant	18	54,678	71,084	87,488			65,676	1	PS10	63,073	77,642	95,578	63,073			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff Lieutenant	21	63,297	82,289	101,278			74,117	12	PS11	66,226	81,525	100,357	66,226			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff First Lieutenant of Investigation	21	63,297	82,289	101,278			88,358	6	PS11	66,226	81,525	100,357	66,226			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff Captain	23	69,785	90,724	111,659			85,425	11	PS15	80,498	99,094	121,984	80,498			Recommendation is based on market rate adjusted for YOS.
Sheriff	Deputy Sheriff Major	25	76,938	100,023	123,104			99,683	13	PS16	84,523	104,048	128,083	84,523			Recommendation is based on market rate adjusted for YOS.

YOS w/Madison	YOS outside Madison	Current Staff Positions	Current Rate	Final Approved	Increase	Percentage Increase	YOS at Madison	Comp Study Team			Difference: Final & Comp Study Team			Notes	
								Recommendation	Increase	Percentage Increase	Study Team	Increase	Percentage Increase		
PT	Deputy Sheriff	22.31	22.81	520	2%	PT	22.81	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
PT	Deputy Sheriff	23.42	23.92	520	2%	PT	23.92	520	2%	-	based on 1,040 hours per year				
16	Records Specialist	46,769	51,898	5,129	11%	16	51,898	5,129	11%	-					
15	Administrative Assistant IV	50,000	57,500	7,500	15%	15	57,500	7,500	15%	-					
1	Deputy Sheriff	52,533	56,539	4,006	8%	1	55,193	2,660	5%	1,346					
1	Deputy Sheriff	52,533	56,539	4,006	8%	1	55,193	2,660	5%	1,346					
1	Deputy Sheriff	52,533	56,539	4,006	8%	1	55,193	2,660	5%	1,346					
2	Deputy Sheriff	52,854	57,193	4,339	8%	2	55,902	3,048	6%	1,291					
2	Deputy Sheriff	52,854	57,193	4,339	8%	2	55,902	3,048	6%	1,291					
2	Deputy Sheriff	52,854	57,193	4,339	8%	2	55,902	3,048	6%	1,291					
0	Deputy Sheriff	49,500	54,485	4,985	10%	0	54,485	4,985	10%	-					
0	Deputy Sheriff	49,800	54,485	4,685	9%	0	54,485	4,685	9%	-					
3	Deputy Sheriff Sergeant	55,384	62,231	6,847	12%	3	59,440	4,056	7%	2,791					
3	Deputy Sheriff	53,584	57,846	4,262	8%	3	56,610	3,026	6%	1,237					
3	Deputy Sheriff Investigator	53,584	62,231	8,647	16%	3	58,696	5,112	10%	3,535					
7	5	Deputy Sheriff Investigator	53,635	66,617	12,982	24%	7	60,184	6,549	12%	6,433				
3	5	Deputy Sheriff Sergeant	56,417	63,733	7,316	13%	3	59,440	3,023	5%	4,293				
13	Deputy Sheriff Sergeant	56,419	69,440	13,021	23%	13	62,415	5,996	11%	7,025					
14	5	Deputy Sheriff First Sergeant	64,764	64,764	-	0%	0	60,069	3,525	5%	(3,525) FY24 mid-year increase already occurred for promotions				
12	Deputy Sheriff First Sergeant	58,457	68,250	9,793	17%	14	62,985	4,528	8%	5,266					
12	Deputy Sheriff First Sergeant	58,668	72,156	13,488	23%	12	65,535	6,867	12%	6,620					
15	3	School Resource Officer	58,833	66,305	7,472	13%	12	62,276	3,443	6%	4,029				
15	1	Deputy Sheriff First Sergeant	59,239	74,742	15,503	26%	15	68,659	9,420	16%	6,083				
		Deputy Sheriff Captain	81,170	81,170	-	0%	0	76,665	3,539	4%	(3,539) FY24 mid-year increase already occurred for promotions				
		Deputy Sheriff Major	85,848	85,848	-	0%	0	80,498	4,526	5%	(4,526) FY24 mid-year increase already occurred for promotions				
		Deputy Sheriff Lieutenant	90,694	90,694	-	0%	25	87,749	6,555	7%	(6,555) FY24 mid-year increase already occurred for promotions				
		Deputy Sheriff	54,485	54,485	-	0%	0	54,485	(39,500)	-72%	39,500 new position for FY25				

REVISED VERSION 1,600,241 150,304

1,527,526 73,729

76,575

COMP TEAM STUDY'S ORIGINAL RECOMMENDATION 1,527,526 73,729

INCREASE FROM ORIGINAL VERSION 76,575

ADDING YEARS OF SERVICE OUTSIDE OF MADISON COUNTY UP TO A MAXIMUM OF 5 YEARS. CALCULATING THESE YOS AT A RATE OF 0.05% PER YEAR IN THIS MODEL EXCEPT FOR RECENT PROMOTION POSITIONS
THE CHANGE FROM THE ORIGINAL VERSION IS STARTING THE DEPUTY SHERIFF POSITION AT \$54,485 WHICH IS THE MIN OF GRADE PS7 WITH A POLICY THAT THE DEPUTY WILL RECEIVE \$1,400 BASE PAY ADJUSTMENT ONCE DEPUTY COMPLETES ORIENTATION AND CAN OPERATE INDEPENDENTLY.
INCREASED SRO POSITION TO GRADE PS8 BECAUSE THIS POSITION REQUIRES 2-3 YEARS OF LE EXPERIENCE. ALSO INCREASED HIGHER POSITIONS BY ONE GRADE FOR PARITY.

FY25 Madison County Compensation Study
Department - Emergency Communications

Code	Department	Position Title	Current Pay Grade	Current Employees			Market Salary Used	Market Salary YOS	New Pay Grade	Percentage Increase			Salary Notes								
				Min	Mid	Max				Average Salary	Average YOS	Increase									
31401	Emergency Communications	Emergency Communications Dispatcher 1	8	33,568	43,640	53,710	NEW	42,176	4	PS1	40,657	NEW	0%	recommending 3-tier dispatcher position based on certifications							
31401	Emergency Communications	Emergency Communications Dispatcher 2	8	33,568	43,640	53,710	NEW	no data	no data	PS2	42,690	NEW	0%	recommending 3-tier dispatcher position based on certifications							
31401	Emergency Communications	Emergency Communications Dispatcher 3	8	33,568	43,640	53,710	42,464	15	no data	no data	PS3	44,825	2,361	6%	recommending 3-tier dispatcher position based on certifications						
31401	Emergency Communications	ECC Shift Supervisor/Training Coordinator	11	38,859	50,518	62,176	53,441	18	58,013	11	PS4	58,079	4,639	9%	Recommendation is based on market rate adjusted for YOS. Adjustment is based on the need for compression between shift supervisor and director position.						
31401	Emergency Communications	Assistant Director of Emergency Communications	17	52,075	67,699	83,322	60,000	10	88,816	no data	PS7	63,747	3,747	6%							
31401	Emergency Communications	Director of Emergency Communications	24	73,274	95,260	117,242	73,274	1	77,818	10	PS12	73,274	-	0%	Employee recently promoted to the position.						
YOS OUTSIDE MADISON COUNTY																					
YOS W/MADISON	Position	Current Rate	New Rate	Increase	Percentage Increase																
2	Part-time assistance ECD	20.73	22.00	549	6%	based on 432 hours per year															
0	Emergency Communications Dispatcher 1	35,500	40,657	5,157	15%																
0	Emergency Communications Dispatcher 1	39,500	40,657	1,157	3%																
0	Emergency Communications Dispatcher 1	33,956	40,657	6,701	20%																
2	Emergency Communications Dispatcher 1	36,367	43,068	6,701	18%																
2	Emergency Communications Dispatcher 1	39,140	43,750	4,610	12%																
4	Emergency Communications Dispatcher 2	40,095	44,705	4,610	11%																
11	Emergency Communications Dispatcher 1	42,733	45,233	2,500	6%																
12	Emergency Communications Dispatcher 2	47,493	48,443	950	2%																
15	Emergency Communications Dispatcher 1	48,178	49,142	964	2%																
21	Emergency Communications Dispatcher 2	52,388	53,436	1,048	2%																
6	Emergency Communications Shift Supervisor	53,441	58,079	4,638	9%																
10	Assistant Director of Emergency Communications	60,000	63,747	3,747	6%																
0	Director of Emergency Communications	73,274	76,938	3,664	5%																
<hr/> 46,996																					
COMP TEAM STUDY'S ORIGINAL RECOMMENDATION <hr/> 43,333																					
INCREASE FROM ORIGINAL VERSION <hr/> 3,663																					
ADDING YEARS OF SERVICE OUTSIDE OF MADISON COUNTY UP TO A MAXIMUM OF 5 YEARS. CALCULATING THESE YOS AT A RATE OF 0.05% PER YEAR IN THIS MODEL.																					

FY25 Madison County Compensation Study
Department - Emergency Medical Services

Department	Position Title	Current Pay Grade	Min	Mid	Max	Current Employees Average Salary	Current Employees Average YOS w/Madison	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
Emergency Medic EMT-Basic		9	35,246	45,822	56,395			48,057	1	PS4	47,066			Recommendation is based on market rate adjusted for YOS.
Emergency Medic EMT-Advanced		12	40,802	53,044	65,285			53,242	2	PS5	49,419			Creating separation between intermediate and advanced positions.
Emergency Medic EMT-Intermediate		12	40,802	53,044	65,285			53,242	2	PS6	51,890			Creating separation between intermediate and advanced positions.
Emergency Medic EMT-Paramedic		15	47,233	61,405	75,575			59,958	5	PS7	54,485			Greene's public safety scale starts paramedics at \$53,656. Recommend PS7.
Emergency Medic EMT-Lieutenant 1		18	54,678	71,084	87,488			62,622	8	PS8	57,209			Recommendation is based on market rate adjusted for YOS.
Emergency Medic EMT-Lieutenant 2		20	60,283	78,370	96,455			63,200	8	PS11	66,226			Recommendation is based on market rate adjusted for YOS.
Emergency Medic Emergency Medical Services Assistant Chief -		25	76,938	100,023	123,104	87,673	8	92,917	3	PS15	90,618	2,945	3%	Slight adjustment warranted based on emergency management duties within current position.
Emergency Medic Emergency Medical Services Chief		27	84,824	110,275	135,722	94,462	19	110,597	5	PS16	101,005	6,543	7%	Slight adjustment is warranted. However, Greene is our closest comparison as we both are EMS only (without fire).

YOS w/Madison	YOS outside Madison	Current Staff Positions	Current Rate	Final Approved		YOS w/Madison	Comp Study Team's Recommendation		Percentage Increase	Difference: Final & Comp Study Team	Notes		
				Increase	EMS		Recommendation	Increase					
4	2	EMT-Paramedic	25.80	27.71	551	7%	1	26.53	1,800	(27)	Employee resigned		
4	5	EMT-Paramedic	26.40	28.11	492	6%	5	32.75	2,001	(5)	based on 288 hours per year		
2	5	EMT-Paramedic	26.52	27.48	277	4%	2	32.75	1,829	(5)	based on 288 hours per year		
1	5	EMT-Paramedic	26.57	27.16	171	2%	1	27.50	269	(0)	based on 288 hours per year		
6	4	EMT-Paramedic	26.57	28.60	586	8%	7	29.50	843	(1)	based on 288 hours per year		
20	4	EMT-Paramedic	26.73	33.01	1,807	23%	21	33.75	2,021	(1)	based on 288 hours per year		
0	5	EMT-Paramedic	28.00	28.00	-	0%	0	28.00	-	-	based on 288 hours per year		
							0	22.63	613	(23)	Employee resigned		
1	5	EMT-Paramedic	30.52	30.52	-	0%	1	30.52	-	-	based on 288 hours per year		
1	5	EMT-Paramedic	30.52	30.52	-	0%	1	32.75	641	(2)	based on 288 hours per year		
23	5	EMT-Paramedic	32.75	34.08	383	4%	24	34.50	504	(0)	based on 288 hours per year		
2	5	EMT-Basic	20.50	23.74	932	16%					New PT position established recently		
2	4	EMT-Basic	40,160	49,137	8,977	22%	1	47,678	7,518	1,459	19%		
3	5	EMT-Basic	41,046	49,937	8,891	22%	2	48,290	7,244	1,647	18%		
0	5	EMT-Paramedic	42,168	55,847	13,679	32%	0	54,485	4,898	1,362	12%	Current Employee is EMT-Basic - promotion is pending	
0	2	EMT-Advanced	42,168	49,913	7,745	18%	0	49,419	4,898	494	12%	Current Employee is EMT-Basic - promotion is pending	
2	5	EMT-Basic	42,169	49,372	7,203	17%	1	47,678	5,509	1,694	13%		
3	5	EMT-Basic	42,169	49,937	7,768	18%	1	47,678	5,509	2,259	13%		
0	0	EMT-Basic	42,169	47,066	4,897	12%	0	47,066	4,897	-	12%		
0	0	EMT-Basic	40,160	47,066	6,906	17%	0	47,066	9,031	-	22%		
0	4	EMT-Paramedic	48,178	55,575	7,397	15%	0	54,485	9,031	1,090	19%		
0	4	EMT-Paramedic	50,490	55,575	5,085	10%	1.25	55,370	7,649	204	15%		
3	5	EMT-Paramedic	52,291	57,809	5,518	11%	2	55,902	6,405	1,907	12%		
1	5	EMT-Intermediate	52,997	53,810	813	2%	2	52,997	(0)	813	0%		
5	5	EMT-Paramedic	53,788	59,116	5,328	10%	3	56,610	5,652	2,506	11%		
12	5	EMT-Intermediate	53,928	60,659	6,731	12%	9	57,961	4,033	2,698	7%		
0	5	EMT-Paramedic	54,385	55,847	1,462	3%	1	55,193	3,568	654	7%		
2	5	EMT-Paramedic	55,103	57,155	2,052	4%	1	55,193	2,850	1,961	5%		
6	5	EMT-Lieutenant 1	55,772	62,758	6,986	13%	0	57,209	4,297	5,549	8%		
13	5	EMT-Paramedic	61,371	64,347	2,976	5%	13	63,693	5,506	654	9%		
4	5	EMT-Lieutenant 2	61,490	71,060	9,570	16%	4	69,670	4,863	1,391	8%		
3	5	EMT-Lieutenant 2	64,564	70,266	5,702	9%	4	69,670	1,789	596	3%		
		Emergency Medical Services Assistant Chief -	87,673	90,618	2,945	3.4%	14	90,618	2,945	(0)	3%		
		Emergency Medical Services Chief	94,462	103,795	9,333	9.9%	15	101,005	6,543	2,790	7%		
				1,316,984	143,161			1,285,299	126,950		31,661		
COMP TEAM STUDY'S ORIGINAL RECOMMENDATION				1,285,299	126,950								

INCREASE FROM ORIGINAL VERSION **16,211**

ADDING YEARS OF SERVICE OUTSIDE OF MADISON COUNTY UP TO A MAXIMUM OF 5 YEARS. CALCULATING THESE YOS AT A RATE OF 0.5% PER YEAR IN THIS MODEL EXCEPT FOR CHIEF & ASSISTANT CHIEF POSITIONS (YOS W/MADISON ONLY)
THE CHANGE FROM ORIGINAL VERSION DECREASED BOTH PARAMEDIC AND LIEUTENANT 1 POSITIONS TO GRADE PS7 AND INCREASED LIEUTENANT 2 BY TWO GRADES TO A PS11

FY25 Madison County Compensation Study
Department - Building Official - Planning and Zoning

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
34100	Building Official	Combination Inspector	11	61,130	4	57,477	7	18	61,130	-	0%	Employee has an incentive letter that sets benchmarks for certifications and salary increases. Once all certs completed, employee will be promoted to Master Combination Inspector.
34100	Building Official	Master Combination Inspector	NEW	-	0	no data	no data	20	63,073	vacant	0%	Newly created job description. Position will remain vacant until combination inspector satisfies all certification requirements.
34100	Building Official	Building Permit Technician	11	42,840	5	41,297	8	11	42,840	0	0%	No increase recommended as salary is at current market. Individual has an employment acceptance letter that allows for increases based on certifications.
34100	Building Official	Soil & Erosion Administrator	16	52,479	5	no data	no data	15	52,479	-	0%	No increase recommended as salary is at current market. Individual has an employment acceptance letter that allows for increases based on certifications.
34100	Building Official	Director of Building & Zoning	24	96,492	5	90,618	9	27	96,492	-	0%	No increase recommended as employee was recently promoted to the director position.
81100	Planning and Zoning	Building and Zoning Technician	12	49,266	2	52,395	6	13	49,266	-	0%	No increase recommended based on being at current market rate. Employee has an employment acceptance letter that requires certification which leads to a salary increase.
81100	Planning and Zoning	Director of Planning, Zoning and Permitting	28	91,897	5	93,068	8	24	91,897	(0)	0%	Position was regraded and reclassified to new title of Planning and Zoning Administrator and a grade 24. Therefore no increase is recommended.
0												

FY25 Madison County Compensation Study
Department - Animal Shelter

Code	Department	Position Title	Current Pay Grade	Current Employee	Current Employee	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
				Employee Salary	YOS						Increase	
35120	Animal Shelter	Kennel Assistant	6	Part-Time	4	30,627	19	6	Part-Time	Part-Time	0%	These are part-time positions currently and this FT equivalent salary brings position to market rate.
35120	Animal Shelter	Animal Shelter Manager	14	50,728	4	50,491	15	15	50,728	-	0%	No increase recommended as employee was recently promoted to the manager position.

FY25 Madison County Compensation Study
Department - Animal Control

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
35130	Animal Control	Deputy Animal Control Officer 1	11	38,859	1	51,422	3	PS2	42,690	3,831	10%	New tier system recommended for Animal Control Officer. This tier will remain vacant until current deputy Animal Control Officer I graduates from the academy and will then be promoted to the Animal Control Officer II position.
35130	Animal Control	Deputy Animal Control Officer 2	NEW	-	1	no data	no data	PS4	47,066	vacant	0%	Employee has tenure that justifies paying past the current mid-point of the PS9 grade. Formely served as Animal Control and Animal Shelter Manager. Experience justifies increase.
35130	Animal Control	Chief Animal Control Officer	16	62,655	16	67,232	5	PS9	74,906	12,252	20%	
											<u><u>16,083</u></u>	

FY25 Madison County Compensation Study
Department - Facilities and Maintenance

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
43200	Facilities & Maintenance	Custodian	6	36,840	2	33,843	4	8	36,840	-	0%	No increase recommended due to position being at market rate.
43200	Facilities & Maintenance	Facilities Maintenance Technician	8	43,493	2	45,353	3	11	43,493	-	0%	No increase recommended as employment acceptance letter has increase based on certifications.
43200	Facilities & Maintenance	Facilities and Maintenance Manager	16	66,349	3	65,100	7	18	66,349	-	0%	No increase recommended due to position being at market rate.

FY25 Madison County Compensation Study
Department - Parks and Recreation

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
71100	Parks and Recreation	Parks and Recreation Authority Program Coordinator	14	48,629	6	45,958	20	16	55,937	7,309	15%	It's recommended that this position be reclassified to align with actual duties and responsibilities.
71100	Parks and Recreation	Parks and Recreation Authority Manager	17	58,477	11	61,324	8	18	63,502	5,025	9%	Recommend slight adjustment. Use the surrounding average salary of \$63,502 plus a little extra due to tenure compared to other localities.
71100	Parks and Recreation	Parks and Recreation Maintenance Technician	8	35,643	2	42,947	4	11	43,493	7,850	22%	This position is equivalent to the Facilities Maintenance Technician position.
<u>20,184</u>												

FY25 Madison County Compensation Study
Department - Economic Development and Tourism

Code	Department	Position Title	Current Pay Grade	Current Employee Salary	Current Employee YOS	Market Salary Used	Market Salary YOS	New Pay Grade	New Salary	Increase	Percentage Increase	Salary Notes
81110	Economic Development/Tourism	Visitor Center Assistant	6	Part-Time		47,787	2	5	Part-Time	Part-Time	0%	These are part-time positions for Madison County.
81110	Economic Development/Tourism	Director of Economic Development and Tourism	24	86,410	9	100,739	5	26	92,215	5,804	7%	Recommend getting closest to Orange County salary.
Position	Current Hourly Rate	New Hourly Rate	Increase									
Visitor Center Assistant	12.75	13.39	122	based on 192 hours per year								<u>5,804</u>
Visitor Center Assistant	13.17	13.83	126	based on 192 hours per year								
Visitor Center Assistant	13.24	13.90	127	based on 192 hours per year								<u>376</u>