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April 18, 2016

Ms. Sandra Pate
Assistant City Administrator/HR Director
City of Foley
P.O. Box 1750
Foley, AL 36536

Dear Ms. Pate:

We have re-evaluated the position listed below for the purpose of determining the appropriate pay grade and the pay range. The data content and the data source used to analyze and evaluate the position was from the position questionnaire provided by the City. We have updated the job description and are forwarding it along with this letter.

In accordance with the foregoing, the job code, the job title, recommended pay grade and FLSA status for the position are as follows:

<u>Job Code</u>	<u>Job Title</u>	<u>Recommended Pay Grade</u>	<u>FLSA Status</u>
2209	Environmental Assistant	11	Non-Exempt

Please advise if further information is desired.

Sincerely,
Earnest R. Archer
Earnest R. Archer, Ph.D., P.E., SPHR
President