

*City of Alexandria, Virginia*

MEMORANDUM

DATE: APRIL 20, 2006

TO: THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

FROM: JAMES K. HARTMANN, CITY MANAGER *J*

SUBJECT: BUDGET MEMO #126: TURNOVER RATES AS COMPARED WITH JURISDICTIONS IN THE REGION

This is in response to Councilmen Krupicka 's request for information on City employee turnover rates as well as the rates of competing jurisdictions, if available. In most cases, comparator jurisdictions do not collect or have not yet collected turnover data to be included on this memo. The following points should be highlighted:

- Overall City of Alexandria full-time and part-time regular position turnover was 9.9% in Calendar Year (CY) 2005. This is lower than both Arlington (12.0%) and Prince William (11.8%).
- This 9.9% compares to a 10.4% turnover rate in calendar year 2004 and a 9.5% turnover rate in 2003.
- When part-time employee turnover is removed and only full-time regular positions (including retirees) are evaluated, the Alexandria turnover was 9.1% in 2005. Furthermore, excluding employees who retired, the turnover rate for all full-time regular positions is 6.7%. This rate compares to 5.9% in 2004, 6.1% in 2003 and 6.1% in 2002.
- The turnover rate for part-time regular positions alone in CY 2005 was 17.6% (17.5% in CY 2004), and this appears to affect the overall general rate. There are no part-time sworn public safety positions.

The chart on the following page shows additional turnover rates with various exclusions.

	Calendar Year			
	2002	2003	2004	2005
• Overall FT Regular Employees including Retirees	7.4%	8.2%	8.5%	9.1%
• Overall FT Regular Employees excluding Retirees	6.1%	6.1%	5.9%	6.7%
• Overall FT and PT Regular Employees including Retirees	8.4%	9.5%	10.4%	9.9%
• General FT Regular Employees including Retirees, excluding sworn Public Safety and PT Regular Employees	8.4%	9.4%	8.6%	9.8%
• General FT Regular Employees excluding Retirees, sworn Public Safety and PT Regular Employees	7.4%	7.1%	6.4%	7.6%
• General FT Regular and PT Regular Employees excluding sworn Public Safety	8.7%	10.8%	10.1%	10.7%
• Overall PT Regular Employees	15.0%	17.5%	17.5%	17.6%

The following chart compares turnover rates between Alexandria, Arlington and Prince William Counties. CY 2005 data for other jurisdictions was not available presently.

Calendar Year 2005					
Jurisdiction	Police <sup>1</sup> (Sworn)	Fire <sup>1</sup> (Sworn)	Sheriff (Sworn)	General (All Other Employees)	Overall All Employees
Alexandria	6.60%	7.40%	8.90%	10.70%	9.9%
Arlington	9.14%	8.14%	14.90%	12.57%	12.0%
Prince William	9.90%	6.20%	N/A	13.06%	11.8%

<sup>1</sup> This excludes 15 police officers and firefighters who have chosen the DROP retirement option and who will be retiring in the next three years.

The following chart is a detail of the turnover rates for the City.

	General City- FT	General City- PT	Sworn Police	Sworn Sheriff	Sworn Fire
<b>Voluntary Turnover</b>					
New Job (Local, State, Federal gov't's)	14	4	1	1	1
New Job (Private Sector)	17	3	-	-	-
New Job (Local Police/Fire/Sheriff Dept)	-	-	1	3	1
Personal Reasons	48	15	6	5	2
Relocation	16	2	1	1	-
Return to School	-	1	-	-	-
Marriage/Domestic Obligations	2	1	-	-	-
Dissatisfied with Working Conditions	3	-	-	-	-
Quit without notice	5	2	-	-	-
<i>Sub-total</i>	<b>105</b>	<b>28</b>	<b>9</b>	<b>10</b>	<b>4</b>
<b>Involuntary Turnover</b>					
Disciplinary	12	4	-	-	-
Failed Public Safety Training Academy	-	-	-	1	1
<i>Sub-total</i>	<b>12</b>	<b>4</b>	<b>-</b>	<b>1</b>	<b>1</b>
<b>Other Turnover</b>					
Completion of Contract	7	5	-	-	-
Non-Job Connected Medical Termination	1	2	-	-	-
Retirement	41	-	12	4	6
Death	3	-	-	-	-
<i>Sub-total</i>	<b>52</b>	<b>7</b>	<b>12</b>	<b>4</b>	<b>6</b>
<b>Totals</b>					
Total Jobs	<b>1728</b>	<b>222</b>	<b>316</b>	<b>169</b>	<b>148</b>
Total Turnover	<b>169</b>	<b>39</b>	<b>21</b>	<b>15</b>	<b>11</b>
Voluntary Turnover %	6.1%	12.6%	2.8%	5.9%	2.7%
Involuntary Turnover %	0.7%	1.8%	0.0%	0.6%	0.7%
Other Turnover %	3.0%	3.2%	3.8%	2.4%	4.1%
Total Turnover %	<b>9.8%</b>	<b>17.6%</b>	<b>6.6%</b>	<b>8.9%</b>	<b>7.4%</b>