

The City of Carlisle, Iowa

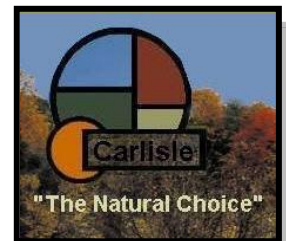
Invites Qualified Candidates to Apply For Police Chief



ABOUT CARLISLE – With a population of just over 4,000, Carlisle, Iowa, is part of the thriving Des Moines metropolitan area with a population of 575,000. Thus Carlisle offers the advantages of small-town living with the amenities provided by a metropolitan area. Carlisle's population grew by 11 percent in the last decade and similar continued growth is occurring.

The City strives to be both development and environmentally-friendly. As such the City encourages development which reinvigorates the natural ecosystem through features such as reduced impervious surfaces, an emphasis on natural habitat, and use of rain gardens which soak up rain water runoff from buildings, patios, and driveways. This type of development is sometimes referred to as a "conservation community" where storm water is absorbed on-site through larger amounts of open space and reduced building setbacks. The aforementioned has been reinforced by Carlisle's branding effort several years ago that resulted in selecting "Carlisle—The Natural Choice" as its tag line and "Constantly Creating Opportunity to be the Natural Choice" as its theme line.

Carlisle takes pride in being a family-oriented community. As substantiation of the family-friendly nature of the metropolitan area *Forbes* ranked Des Moines as the 6th best US City for Raising a Family in 2014, and *Parenting Magazine* ranked Des Moines #5 for families among U.S. cities in 2011.



ECONOMY

Iowa has long been known for the quality of its workforce and the "Iowa Work Ethic". An analysis of 2010 U.S. census data is very favorable for Carlisle as shown by the table at the top of page 2. In particular Carlisle's greater family income and lower housing prices provide the community with a competitive economic advantage compared to other U.S. communities. Also, the Des Moines metro area has a strong economy as evidenced by its #2 ranking by *NBC News* in 2015 of the Top U.S. Cities to Land Work and its #1 ranking as the Best U.S. City for Young Professionals by *Forbes* in 2014. The Des Moines metropolitan area had an April 2015 unemployment rate of 3.5 percent compared to the U.S. rate of 5.4 percent.



CARLISLE DEMOGRAPHIC INFORMATION

| | CARLISLE | U.S. AVERAGE | DIFFERENCE |
|-----------------------------------|------------|--------------|------------|
| MEDIAN AGE | 35.9 years | 37.2 years | 3% younger |
| OWNER-OCCUPIED HOUSES | 79% | 65% | 22% more |
| MEDIAN FAMILY INCOME | \$73,400 | \$60,600 | 21% more |
| MEDIAN OWNER-OCCUPIED HOUSE VALUE | \$136,500 | \$179,900 | 24% less |

Major private sector companies in Carlisle are shown below.

| EMPLOYER | TYPE OF BUSINESS | NUMBER OF EMPLOYEES |
|--|----------------------------------|---------------------|
| Carlisle Center for Wellness and Rehab | Nursing Home | 121 |
| General Mills | Food Manufacturing | 100 |
| Wyckoff Industries | Heating and Cooling | 146 |
| Fareway | Grocery Store | 73 |
| Equifax | Data Entry | 66 |
| Subway | Restaurant | 22 |
| National Playground Compliance Group | Playground Equipment for Schools | 13 |
| Heartland Co-op | Grain Elevator | 15 |

Carlisle is predominantly a residential bedroom suburb due to its close proximity to the Des Moines metro area and other major central Iowa job centers. Carlisle is a community that takes pride in controlling its own destiny to the maximum extent possible. For example two years ago community leaders and residents expressed a desire for additional retail establishments such as grocery and hardware stores to locate in Carlisle so that residents would not have to purchase these and other basic necessities in other communities. These desires were turned into reality with a Fareway grocery store, True Value hardware store, and Casey's General Store all locating new facilities in Carlisle during the last two years. In addition, the Boulders Inn and Suites which has several hotels in Iowa is currently considering building a hotel in Carlisle.

TRANSPORTATION

Carlisle is located on the four-lane Iowa Highway 5 at its intersection with US Highway 65 near the community's western border. According to the Iowa Department of Transportation, approximately 54,520 vehicles pass through Carlisle each day. The community is also served by the Union Pacific Railroad's Class I main line which connects Minneapolis to Houston via Kansas City. Carlisle has same-day ground transportation access to an eight-state market with 850,000 businesses and 35 million people.

Carlisle is only 15 minutes from the Des Moines International airport, 20 minutes from downtown Des Moines, 25 minutes from the intersection of Interstates 35/80, and 25 minutes from Iowa's premier retail area, the Jordan Creek Town Center.



EDUCATION

The Carlisle School District is a pre-K-12 district with 2050 students. Approximately half of the students reside in Carlisle and the other half reside in southeast Des Moines and nearby Hartford and unincorporated areas.

The District has four school facilities three of which are in Carlisle (pre-K-3 elementary school, 6-8 middle school, and 9-12 high school) and a 4-5 middle school in Hartford. The District's students consistently outperform state and national averages in both college entrance exam scores and graduation rates. Also, class sizes consistently rank below state and national averages. Finally, the District's school-to-work program provides students hands-on job experience before they graduate. Carlisle Schools are large enough to offer a broad range of activities but small enough that everyone can participate--the District has a no-cut policy regarding student participation in sports, music, drama, and all other extra-curricular activities.

All of the aforementioned attributes have made Carlisle Schools a destination district. During open enrollment there are three times as many students who enroll in the Carlisle District as those who live in the District who enroll elsewhere. For more information about the District, please see their website at <http://www.carlisle.k12.ia.us/>

There are many post-secondary education opportunities available in close proximity to Carlisle including Iowa State University, Drake University, Grand View College, Simpson College, Central College, and the Des Moines Area Community College (DMACC).

RECREATION

The following are the parks and recreation attractions in the community.

- North Park, a 26-acre urban park featuring a Veteran's Memorial Honor Roll, a restored log cabin, community gardens, and access to the North River
- Lindhardt Park, a 12-acre athletic complex home to youth baseball and softball
- State-of-the-art Family Aquatic Center featuring heated pool, one-meter diving board, drop slide, eleven-foot deep diving area, swim lanes, super sidewinder slide, water cascade umbrella, frog slide, bubbling beach, water's edge snack bar, umbrellas, and shade structures
- Summerset National Scenic Recreational Trail, a 11.5-mile paved trail that passes through prairie, wetlands, woodlands, and along the Middle River southwest of Carlisle
- Scotch Ridge Nature Park, a 47-acre park along the North River at the Highway 5 gateway to Carlisle that is currently being developed to include a rare transect of several distinct soil-based ecosystems including riparian wetlands, riparian woodlands, mesic prairie, upland prairie, and oak savannah all within walking distance of each other. A 3.2-mile trail to connect Scotch Ridge to the Summerset Trail is currently under construction.

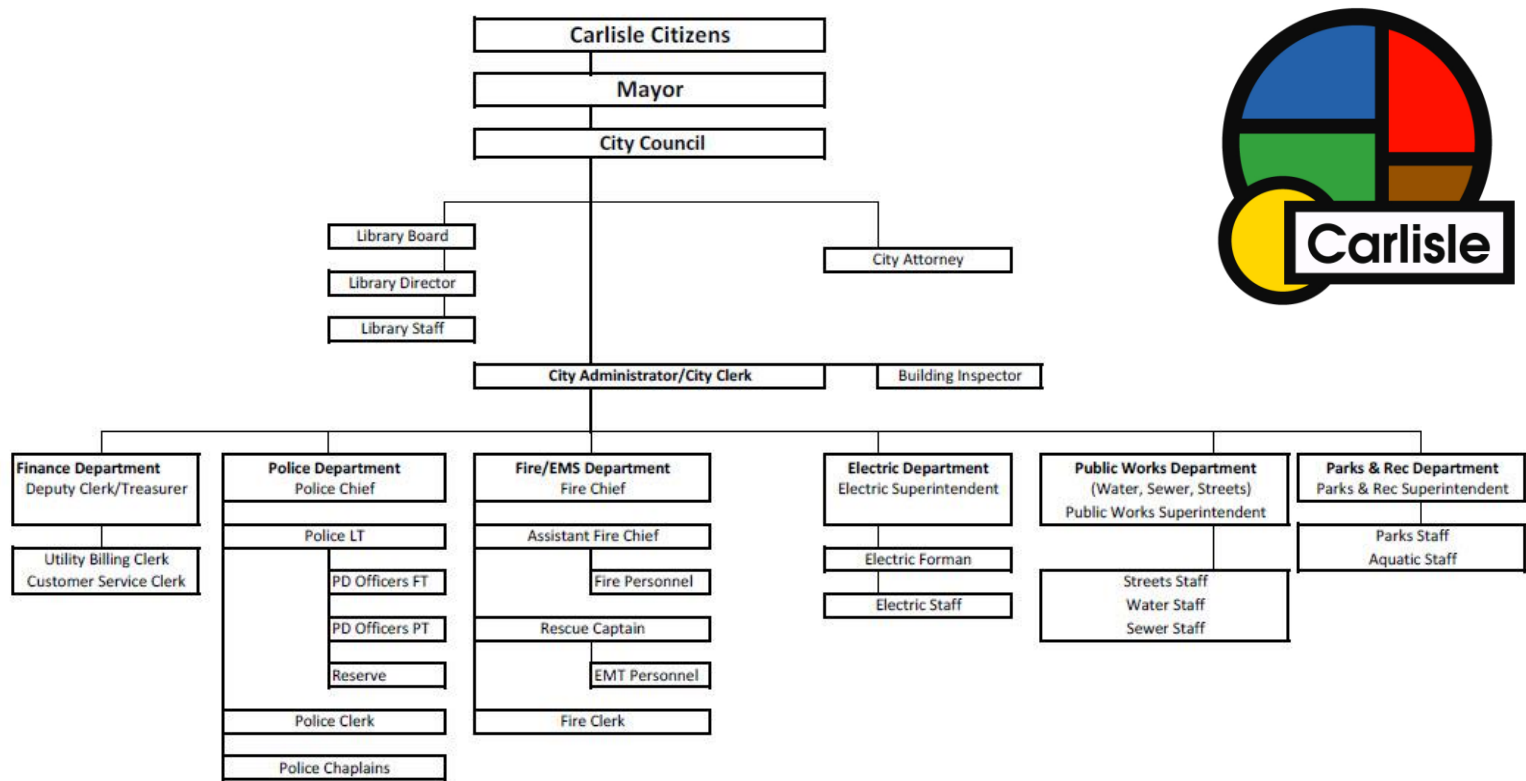
In addition the following special events are held in the community: July 4th celebration; Pumpkin Fest; Christmas Tree Lighting Ceremony; Light Up Carlisle Christmas celebration; and the Heartland Challenge, a ten-hour ATV endurance race.



Additional information about Carlisle is available at www.carlisleiowa.org.

CITY GOVERNMENT – The City of Carlisle which was incorporated in 1851 operates under Iowa Code as a mayor-council government with an appointed Administrator. The City Council consists of five members who are elected at-large on a nonpartisan basis to staggered four-year terms. The Mayor who possesses veto power but no voting authority is also elected at-large for a four-year term on a nonpartisan basis. There are no term limits.

The City Administrator oversees the activities of all City departments except for the Library (see organizational chart below). The rest of the department director appointments and terminations are subject to City Council confirmation based on the City Administrator’s recommendation.



FINANCIAL INFORMATION

The City of Carlisle is a full-service organization including Electric, Water, and Wastewater utilities. The City has an annual operating budget of \$9.5 million, a five-year Capital Improvement Program (CIP) budget of \$15 million, and 21 FTE's.

The City has established a policy of keeping a General Fund balance of 25-33 percent of annual expenditures. Currently the General Fund balance is approximately 33 percent of annual expenditures. The City chooses not to have its bonds rated by one of the bond rating agencies, and its bonds sell equivalent to bonds with an A1 rating.

The City has had collective bargaining since 1989 and reports relatively good relationships with its two bargaining units: 1) Public Works and Electric field employees represented by AFSCME; and 2) Police Officers represented by the Teamsters.

The City of Carlisle prides itself on being innovative. As an example, the City recently instituted an environmentally friendly way for the public to dispose of unused medications by placing a drop bin for these items at the Police station as opposed to having these items enter the sanitary sewer and solid waste streams. Also, the City recently implemented paperless City Council agenda packets which has reduced the City's cost to purchase paper and saved City staff time.

CORE VALUES OF CARLISLE CITY GOVERNMENT

Unfailing honesty and integrity
Respect and compassion for all persons
First and foremost priority is serving the public
Responsiveness and accountability to those we serve
Pursuing excellence in all endeavors undertaken

CARLISLE VISION STATEMENT

Carlisle aspires to be the City of choice by being sensitive to its environmental resources, by embracing its hometown atmosphere, and by providing excellent service and a safe environment for its citizens.

Carlisle will achieve its vision of sustainable growth and opportunity for enrichment by providing extensive recreation and culture, high quality schools, active citizen involvement, strong businesses, and a vibrant downtown.

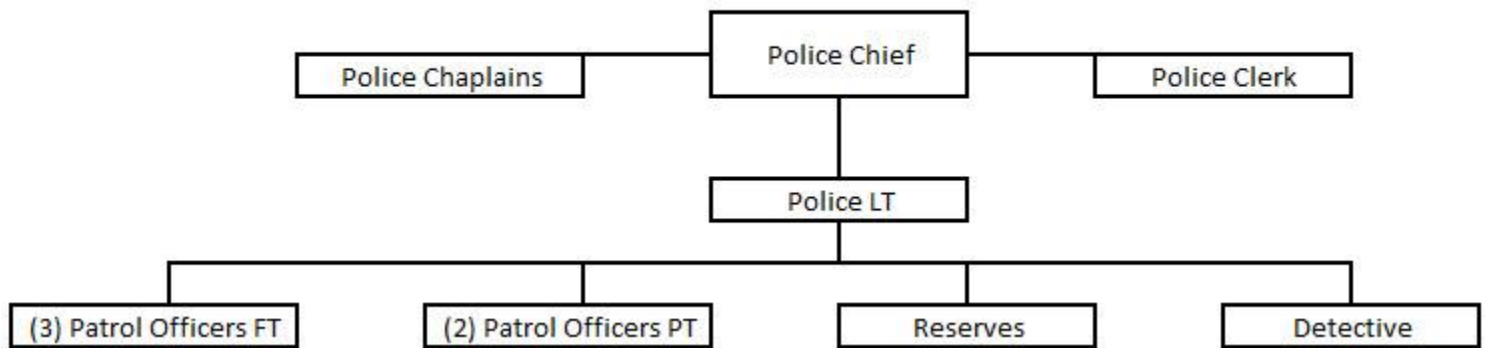
Carlisle will demand innovative and accessible governance that is supported by fair and accountable funding.



POLICE DEPARTMENT – The Department has an annual budget of \$800,000 and 8 FTE’s, seven of whom are sworn. The Department which has not had any turnover of sworn personnel in the last four years is young, well educated, and ambitious. Also, the Department has a K-9 unit. Carlisle has had three Police Chiefs in the last 32 years with the last Chief leaving voluntarily after five years in the position. The Police Chief reports to the City Administrator.



Carlisle Police Department Organizational Chart



ISSUES AND OPPORTUNITIES – The following is a summary of the issues and opportunities to be managed by Carlisle’s next Police Chief.

Team-building

There is a general consensus that teamwork within the Department could be improved. Police employees would like to be held to high standards with discipline applied consistently throughout the Department. Also, there is a need to update some of the Department’s policies and procedures with input from Department employees. Finally, the Chief should hold regular staff meetings to discuss current work issues and keep employees informed about the “big picture”.

Community Policing

The last Chief placed emphasis on community policing and public relations. The City would like to see this continue as it has improved Police/community relations.

Scheduling

The Department currently operates on 12-hour shifts for sworn personnel which can prove burdensome for Officers. Most if not all sworn personnel would like to have 10-hour shifts. Also, a Police Chief who would work full or partial patrol shifts and respond to calls when needed would help to minimize scheduling issues.

Radio System

The current Police radio system gets poor reception in several areas in Carlisle. A Statewide law enforcement radio system is being considered which should resolve this issue.

School District Relations

Both the Carlisle School District and the City report having a positive and supportive relationship. Areas for possible improvement include more Officer presence in the classroom and more discretion regarding occasional perceived overzealous Police enforcement.

Car/Body Cameras

Police vehicles are equipped with cameras. In addition, all sworn Police personnel have body cameras which they are encouraged but not required to wear. The next Chief will be tasked with better defining procedures regarding the use of these cameras.

JOB REQUIREMENTS –The minimum job requirements are: 1) Bachelor's Degree in Criminal Justice or job related curriculum desirable; 2) graduation from Iowa Law enforcement Academy (ILEA) or approved ILEA law enforcement training school; 3) five years of law enforcement experience, three years of which involved supervisory responsibilities at the level of Sergeant or above; and 4) valid State of Iowa motor vehicle operator's license and firearms permit; or any equivalent combination of education and experience.

Desired Professional and Personal Attributes

The following are the desired professional and personal attributes for Carlisle's next Police Chief.

- Honesty and integrity beyond reproach
- Builds effective work teams where employees are held accountable for their actions
- Good financial management skills with track record of prudent expenditures and obtaining outside funding
- Approachable and personable--communicates effectively with all stakeholders
- Visible in community and understands relationship-building needs of small communities
- Experience renovating or constructing new Police stations
- Strong law enforcement professional network and attends relevant regional meetings and national and state conferences
- Supportive of staff training and professional development needs
- Quick learning curve especially if not currently knowledgeable about relevant Iowa laws
- Creative, innovative, and open to new ideas
- Knowledge of effective HR principles and practices
- Technologically savvy
- Helps to continue current cooperative relationship between Police and Fire Departments

Compensation

The compensation for the Police Chief job is competitive with the starting salary dependent on the selected individual's qualifications and match with the desired attributes being sought by the City. The City will pay reasonable and customary moving expenses for the next Police Chief who is required to reside in Carlisle. The City is flexible on the selected candidate's timeframe for securing a residence in Carlisle.



To Apply:

The position will remain open until filled with the first review of resumes occurring on **August 9, 2015**. For additional information about this job, please contact:

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AN EQUAL OPPORTUNITY RECRUITER/EMPLOYER

