



## Pleasant Hill, Iowa

Invites Qualified Candidates to Apply for

### FIRE CHIEF



#### ABOUT PLEASANT HILL

Pleasant Hill, Iowa is a young and vibrant community that is rapidly growing with nearly 10,000 residents living within 9.3 square miles. Part of the thriving Greater Des Moines area with a population of almost 600,000, Pleasant Hill is the closest suburb to downtown Des Moines. This City's population grew by 73 percent in the last decade and with 800+ acres to develop, continues to be a community of choice for new businesses and residents.

An analysis of U.S. Census data for Pleasant Hill shows the community has 17 percent more college graduates and 30 percent greater median family income than national averages. Pleasant Hill has become a full-service city within the metropolitan area, there are several significant employers in Pleasant Hill including:

- Southeast Polk Community School District—850 employees;
- Hy-Vee Food Store—280 employees;
- G & K Services (uniform supply)—120 employees;
- Elder Corporation (earth excavating)—110 employees;
- Parkridge Nursing and Rehabilitation Center—65 employees;
- Mercy East Medical Clinic—65 employees;
- Spartech Townsend (acrylic tubing and rods)—36 employees; and
- Magellan Pipeline Company—33 employees.

*Forbes ranked Des Moines #2 of the Best U.S. Cities for Jobs in 2015, #6 of the Best U.S. Cities for Raising a Family in 2014, and #2 of the Best U.S. Cities for Business and Careers in 2014.*

Pleasant Hill's brand, "Community of Choice," formed because businesses and residents have many options within the Greater Des Moines area, but choose this City because it conveniently provides a full-range of retail, medical, leisure, and related services.

Recent recognitions for the Greater Des Moines Area include:

- 2018--*Livability* named Des Moines One of Five Up-and-Coming Tech Hotspots
- 2018--*Expedia* named Des Moines one of Most Artistic Towns in America
- 2017—*Sports Business Daily* named Des Moines #1 Minor League Sports Market in Nation
- 2017—*Successful Meetings* ranked Des Moines in Top 10 Places to Live in U.S.
- 2016-- *International Festivals & Events Association* bestowed Gold Grand Pinnacle Award to Des Moines Arts Festival reflecting "best festival in world"
- 2016—*Money Geek* ranked Des Moines #4 of Best Mid-Sized Cities for Making a Living
- 2016—*Value Penguin* ranked Des Moines #4 of Best Cities for Young Families

## EDUCATION

Pleasant Hill is served by two school districts—Southeast Polk Community School District and Des Moines Public Schools. Southeast Polk, which has more than 6,800 students, has one elementary school, one junior high school, and one high school in Pleasant Hill. The high school in Pleasant Hill is a \$60 million state-of-the-art facility completed in 2009. The average ACT score for Southeast Polk is 22, and average test scores for math, science, and reading all exceed state averages.

Des Moines Public Schools has one elementary school in Pleasant Hill. In addition, there are several nearby private schools.

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

## TRANSPORTATION

Pleasant Hill offers suburban living with quick access to metropolitan amenities as it resides at the intersection of US Highway 65 and Iowa Highway 163, providing uncongested access to Interstate 80 and Interstate 35. The community is a quick ten-minute drive to downtown Des Moines making it the closest suburb to downtown Des Moines. The State Capitol is also a ten-minute drive, and the Des Moines International Airport is a 15-minute drive. Bus service in Pleasant Hill is provided through the Des Moines Area Regional Transportation (DART) Authority.

## LEISURE AND CULTURE

Pleasant Hill has approximately 170 acres of parks at six different locations, with plans in place to develop a new 77-acre park named Hickory Glen. Park facilities include soccer fields, basketball courts, tennis courts, picnic areas with grills, shelters, pickle ball courts, playground equipment, baseball and softball fields, and open space. Currently, the crown jewel of the City's park system is Copper Creek Lake Park which features a 40-acre lake filled with a diverse selection of plants and wildlife. A lighted 1.22-mile trail surrounds the park which also includes picnic areas, playground equipment, a shelter, restrooms, woodland nature trail, and open space. Also, Pleasant Hill has a trail system connecting to the 500-mile Central Iowa trail system, known as the "Trail Capital of the World".



**Additional information about Pleasant Hill, Iowa is available at [www.pleasanthillowa.org](http://www.pleasanthillowa.org)**

## THE CITY GOVERNMENT

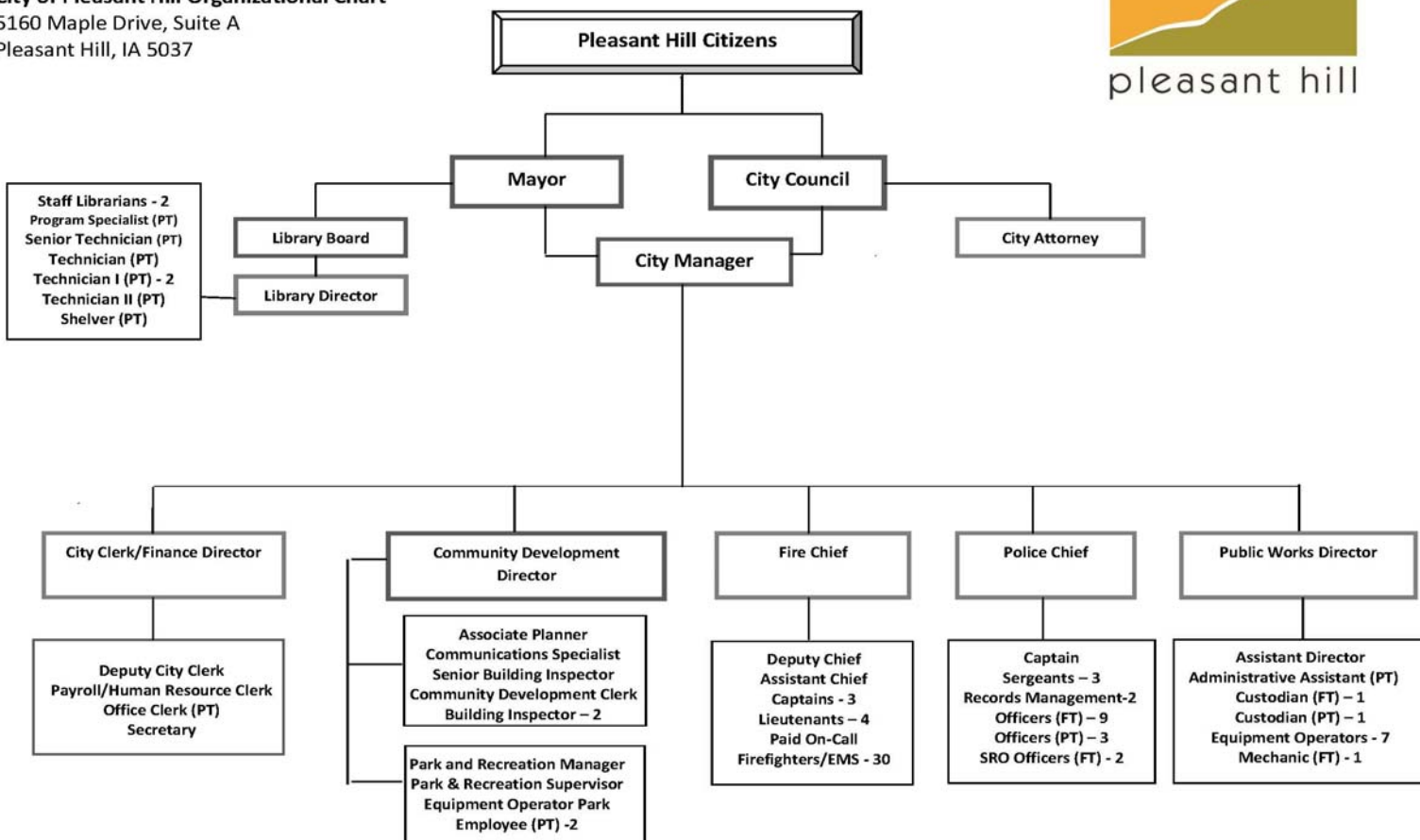
Pleasant Hill was incorporated in 1956 and has operated under the council-manager form of government since 1998. The City Council consists of a Mayor and 5 Council Members elected at-large to 4-year overlapping terms. The City Council hires a City Manager who ensures the policy direction set by the City Council is implemented.

The City which operates on a July 1-June 30 fiscal year has an annual budget of \$40 million, a five-year CIP budget of \$20 million, and 55 FTE's. The City is financially stable and has experienced approximately 8 percent annual growth in its property tax assessed valuation in recent years. The City has an AA3 general obligation bond rating. The City has two collective bargaining units: one for sworn Police personnel up to the Sergeant level and one for Public Works employees.

The City is responsible for water distribution lines and sewer collection lines up to regional lift stations while the water and sewer utilities themselves are provided regionally. The City has a Municipal Campus on Maple Drive which includes City Hall, the Library, and Police and Fire stations. Due to the community's rapid growth, the City is developing plans to expand the Campus in the future.

## ORGANIZATIONAL CHART

**City of Pleasant Hill Organizational Chart**  
5160 Maple Drive, Suite A  
Pleasant Hill, IA 5037





## THE FIRE DEPARTMENT

The Pleasant Hill Fire Department was originally founded as a volunteer Department. Over the years the Department evolved into a Paid-On-Call (POC) Department. In 2014, the Pleasant Hill Fire Department transitioned to having its first full-time employee, the Fire Chief who is appointed by the Mayor subject to City Council approval and reports to the City Manager. The first Fire Chief recently accepted a position in another state after serving as Pleasant Hill's Fire Chief for four years.



The Pleasant Hill Fire Department operates out of one central station at the Municipal Campus and provides the following services to property within the city limits as well as to some surrounding townships outside the city limits:

- emergency medical response, treatment, and transport;
- fire suppression;
- fire investigation;
- fire inspection;
- fire prevention;
- hazardous material response; and
- rescue operations.



The Fire Department has a \$1.1 million annual budget. The Department is authorized to have a total of 40 employees as follows: full time Fire Chief; nine POC staff (Deputy Fire Chief, Assistant Fire Chief, four Captains, three Lieutenants), and 30 POC response employees.

The Fire Department is well-equipped as follows:

- two Advanced Life Support (ALS) ambulances;
- 105-foot aerial fire truck;
- pumper/tender fire truck;
- rescue/engine fire truck;
- new pumper/engine fire truck;
- attack/grass fire truck;
- two rescue boats;
- Polaris with small water tank;
- response truck; and
- duty officer response vehicle.



This equipment along with a good water supply and a well-trained department has allowed the City to obtain an ISO rating of 4 which leads to reduced insurance premiums for Pleasant Hill businesses and residents. This City expects to maintain and improve this rating.

## CALLS FOR SERVICE

The table below presents Fire Department calls for service by category for the past four years. Total call volume increased by 21 percent in 2017 compared to the average number of calls in 2014-2016. As with most fire departments EMS calls are the predominant and fastest growing portion of Pleasant Hill's calls.

YEAR	EMS	FIRE/ALARM	HAZMAT	RESCUE	TOTAL
2014	740	241	15	17	1013
2015	764	237	15	55	1071
2016	786	202	18	42	1048
2017	860	220	9	178	1267

The Fire Department has automatic aid agreements with surrounding communities. The Pleasant Hill Fire and Police Departments enjoy widespread community support.

### **OPPORTUNITIES**

The following is a summary of the issues and opportunities to be managed by Pleasant Hill's next Fire Chief.

#### ***Staffing Plan***

There is a general consensus the Fire Department will likely add full-time staff on an incremental basis in order to better serve its growing community. The next step along this progression will occur in 2018/19 due to City Council approval of the first 24-hour coverage part time positions.

#### ***Fire Station CIP Project***

Currently Fire, Police, and the Library share space in a building that is part of the City's Municipal Campus. Due to community growth this building is insufficient to meet the City's needs. Consultants under contract with the City have developed a conceptual plan that will allow for construction of a new Police station at another location. After the Police move out of the Municipal Campus, the Fire Department and Library space would be renovated and possibly expanded. Funding for this project has not yet been obtained.

#### ***Professional Development and Training***

There are regular training sessions available to employees at the Fire Station which keep employees up to date on changes in the industry and provide them with continuing education needed to maintain their Fire and EMS certifications. Additional oversight of the training program is needed to make sure all employees keep current on their certifications. There is also interest in restoring the number of training sessions recently eliminated to help accommodate POC employees schedule training around their other commitments including full-time jobs.

Department employees are interested in growing professionally and are looking for the Chief to be a mentor and coach for them especially in light of the potential for future additional full-time positions in the Department. Also, there is an interest among some of the officers in assisting the Fire Chief with administrative matters such as budget preparation.

### **JOB REQUIREMENTS**

The minimum job requirements are: 1) Associate of Arts degree in Fire Science, Emergency Medical, or related disciplines with Bachelor's Degree preferred; 2) five years of supervisory or command experience with certified training and extensive work experience in fire suppression, investigation, inspections, and prevention, hazardous material response, and rescue operations; 3) Cardiopulmonary Resuscitation (CPR) and Automated External Defibrillator (AED) certification; 4) graduate of Executive Fire Officer program from National Fire Academy preferred; and 5) experience in

combination full-time and volunteer or paid on call department preferred; or any equivalent combination of education and experience as determined by the City.

#### *DESIRED PROFESSIONAL AND PERSONAL ATTRIBUTES*

The following are the *desired* professional and personal attributes for Pleasant Hill's next Fire Chief:



- Visionary with track record of being progressive and innovative;
- Personable and approachable with ability to relate well to people from all walks of life;
- Person with integrity who is an honest, straight-forward communicator and good listener;
- Experience working for growing community including planning for and implementing budget and facility growth;
- Someone who is visible in community and department and willing to respond to calls for service as needed;
- Experience in volunteer or combination department highly desired;
- Someone interested in being part of Pleasant Hill community and having long tenure as Fire Chief;
- Energetic with positive attitude and enthusiasm;
- Strong leader with patience;
- Understanding of POC culture with ability to manage volunteers most of whom have other full-time jobs;
- Supportive of Department employees with ability to hold employees accountable and use discipline if necessary;
- Continue long-standing positive and cooperative relationship between Fire and Police Departments;
- Someone with proactive with public relations approach;
- Valued member of City management team that works well together and is genuinely concerned about best outcomes for entire City organization and community; and
- Keeps up with state-of-the art in fire and emergency medical response fields and networks with state and regional professional associations.

#### *COMPENSATION*

The compensation for the Fire Chief position is competitive with the starting salary dependent on the selected individual's qualifications and match with the attributes being sought by the City. Benefits for this position include:

- City match of up to three percent to deferred compensation (457) retirement plan;
- Family medical, dental, and vision insurance employee premiums of approximately \$59/month for family plan;
- Employment agreement containing severance provision;
- Reasonable and customary moving expenses;
- Participation in Iowa Public Employee Retirement System (IPERS); and
- Optional participation in a Health Reimbursement Account (HRA) plan.

#### **To Apply:**

The position is open until filled. Please send your resume and cover letter with current salary to [pwconsulting@cox.net](mailto:pwconsulting@cox.net). The first review of resumes will occur on July 2, 2018. For additional information about this job, please contact:

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