



CITY OF CLEAR LAKE

15 North 6th Street • P.O. Box 185 • Clear Lake, IA 50428
Phone (641) 357-5267 • Fax (641) 357-8711
www.cityofclearlake.com

March 31, 2015

TO: Office of the Chief of Police
FROM: Scott Flory, City Administrator of Clear Lake
RE: Position Announcement – Clear Lake Police Chief

Dear City Official:

The City of Clear Lake respectfully asks for your assistance in helping it find its next **Chief of Police**. As the result of an earlier retirement and, regrettably, the death of the City's appointed "interim" Chief, the City is now seeking a permanent **Chief of Police**. This is an exceptional career opportunity to lead and manage the police department in a very popular regional destination resort/vacation "get-away" community, with a permanent year-round population of 7,200 and a significant additional seasonal and weekend population influx.

Clear Lake is recognized for its high quality of life, that affords unparalleled recreational, cultural, and entertainment attractions and opportunities in a Community of just 7,200 people. City officials also recently announced that a newly constructed 350,000 sq. ft. regional distribution center, which is set to open in May of 2016, will be the home of **McKesson Corporation – a "Fortune 15" Company** and one of the oldest corporations in the history of the United States. McKesson is a world leader in pharmaceutical distribution.

Clear Lake is also home to the 3,650 acre Lake that bears its name. It is conveniently located directly on Interstate 35, just an hour and one-half from either Des Moines or the Twin Cities – directly south and north, respectively. Tourism is the primary industry and economic engine of the City, which is also home to the World-renowned Surf Ballroom & Museum – which is the venerable ballroom where Ritchie Valens, Buddy Holly, and JP "The Big Bopper" Richardson played their final concert. A day memorialized by musician Don McLean as "The Day the Music Died" in the song "American Pie".

Attached to this cover memo is a position announcement. It would be greatly appreciated if you would post it, along with this cover memo, on your organization's bulletin board. Additional information can be found at www.cityofclearlake.com.

Your anticipated cooperation is greatly appreciated!

Police Chief Position Announcement City of Clear Lake, Iowa

The City of Clear Lake, Iowa, seeks an experienced law enforcement professional who is as comfortable and effective dealing with administrative tasks as he/she is working the street. An energetic and motivational individual with the ability to make things happen, Clear Lake's next Chief should possess a history of community involvement; be approachable; and personable. The Police Chief is expected to demonstrate a genuine respect for the citizens of the community; be highly visible; and active within the community and with the City's management team. The Chief should lead by example, demonstrate personal and professional integrity beyond reproach and communicate a sense of vision backed by specific goals and objectives with a plan to achieve these goals. The competitive candidate will exhibit an open, straight-forward communication style and be a good listener who deals with employees and citizens in a consistent manner.

The City of Clear Lake is a progressive seasonal resort community of approximately 7,500 year-round residents, with a population that nearly doubles during the summer months and during various festivals and events held throughout the year. The community is conveniently located on Interstate 35, at the intersection of U.S. Highway 18 and IA HWY 122, approximately 120 miles directly south of Minneapolis and 110 miles north of Des Moines. The City of Clear Lake just recently announced that McKesson Corporation, a Fortune 15 Company, will be opening a new distribution center in Clear Lake. The distribution center construction is complete and will be operational in 2016.

The Clear Lake Police Department is a full service (24/7/365) law enforcement agency. The Department has a staff that currently includes 2 lieutenants (1 position currently vacant) and 11 police officers. The Clear Lake Police Department has its own emergency dispatch center. There are 5 full-time dispatchers, a full-time civilian support officer, and 2 part-time dispatchers. The Department's FY 2016 budget is \$2 million.

Starting salary range is \$74,000 - \$88,000 DOE/Q, plus a very competitive fringe benefit package.

Closing Date: Application materials must be received and on file in the City Clerk's office by 5 p.m. on May 15, 2015.

A complete position announcement, with minimum qualification requirements and application instructions, can be found on the City of Clear Lake's website at www.cityofclearlake.com.

The City of Clear Lake, Iowa is an Equal Employment Opportunity Employer