

**CITY OF HOT SPRINGS
ARKANSAS
CHIEF OF POLICE**



Recruitment Profile

Police Chief

Hot Springs, Arkansas

The City of Hot Springs is currently seeking applicants for the position of Chief of Police. The former Police Chief, who served 22 years with the Police Department and 4 of those years as Chief, retired in June 2010. This document provides basic background information on the City of Hot Springs and its Police Department. It also summarizes the qualifications, experience, traits and characteristics the City is seeking in a new Police Chief.



Applications for this position will be accepted until October 1, 2010. Following this deadline, an initial screening of applications will take place with semifinalists selected for telephone/teleconference interviews. Once these interviews are completed, finalists will be selected for personal onsite interviews which will be conducted by a panel headed by the City Manager. During this interview process, finalists will have the opportunity to meet the City of Hot Springs Board of Directors, Civil Service Commission and Police Department personnel and to participate in community public forums. Each finalist will be given a tour of the city to include the police station and other municipal facilities. It is anticipated that a new Chief will be selected by the end of the year or early 2011.

Community Background

Hot Springs, Arkansas is a growing community with a highly diversified economy and an excellent quality of life. The population within the city limits is approximately 37,000; however, the city serves as a commercial center for 80,000-100,000 residents. In addition, Hot Springs is visited by more than 2.5 million visitors annually. The five major segments of the economy are tourism, medical care, retirement relocation, retail trade and light industry.



Hot Springs is located in Garland County in the central part of Arkansas approximately 50 miles southwest of Little Rock. The city is surrounded by lakes, mountains and forests. The city hosts numerous state and regional conferences and events at the state-of-the-art Hot Springs Civic and Convention Center and Summit Arena. The

community has a large number of historic sites, and Hot Springs National Park is located within its city limits. Area attractions include Oaklawn Park, a seasonal thoroughbred racetrack which also houses a year-round games of skill complex; Garvan Woodland Gardens, a 210-acre botanical garden surrounded by Lake Hamilton; Mid-America Museum; Historic Downtown Farmers Market; Magic Springs & Crystal Falls Theme & Water Park, and several live stage performances and tourist attractions. The heart of the city is the historic downtown with its historic buildings, unique shops, art galleries, eating establishments, entertainment venues, hotels and the adjacent famous Bathhouse Row with the hot water springs located within the national park.

Hot Springs is a progressive community with a major emphasis on enhancing neighborhoods, downtown renovation, code enforcement, historical preservation, balanced growth and quality education.





There are several school districts within and near the city. A community college is located just outside the city limits, with several 4-year colleges within an hour's drive of Hot Springs. The city is

also home to the Arkansas School for Mathematics, Sciences and the Arts, a residential high school; and the Arkansas Career Training Institute, a residential rehabilitation and skill training facility.

The City of Hot Springs has constructed many new facilities and made major upgrades to its infrastructure in recent years. Of particular note are several major water and wastewater projects and continuation of a downtown streetscape project. The State Highway Department is also engaged in several major roadway improvements within the city and Garland County. The business community continues to grow, as evidenced by the recent completion of a major retail shopping complex and continued construction of health care facilities and residential units.



Hot Springs has been prominently recognized by several national organizations and publications such as *Southern Business & Development Magazine* which identified Hot Springs as the number one business climate in the South; and the internet's top trip advisory service, TripAdvisor.com, which honored Hot Springs as the number three U.S. travel destination in 2010. Over the past several years, Hot Springs has attracted several major employers including ACCENT, an international call center; and Stanley, the nation's largest passport printing company. Oaklawn Racing & Gaming conducted a major expansion which added more than 400 jobs, and a new major shopping center is currently in progress with a Sam's Club as its anchor business.

Government Background



The City of Hot Springs operates under a board of directors/city manager form of government. A 7-member board of directors sets policies with the city manager responsible for implementing the policies and day-to-day management. The mayor and 6 board members are elected for 4-

year terms. The mayor is elected at-large with the 6 board members being elected by district.

The current city manager has served the city for almost 33 years as Deputy City Manager and since January 2009 as City Manager. He has responsibility for the appointment and management of department heads, including the Police Chief, and relies on the highly qualified department head team to run the day-to-day operations of their departments and to work together to serve the community.

The City of Hot Springs is recognized as a full-service government with heavy emphasis on customer service and provides its own services including water and wastewater, airport, sanitation, police, fire, parks and many others. Central support functions for City departments are provided by the Finance, Human Resources, City Attorney, Information Systems, Fleet Services, and Public Information departments. The total City budget is approximately \$81.2 million with 620 full-time employees.

The City of Hot Springs enjoys an excellent working relationship with county, state and federal government agencies. This spirit of cooperation has been a key to the community's success.



Department Background



The Police Department includes three primary areas of responsibility including patrol, criminal investigation and support services. The Department has a total staffing of 133 full-time employees including 105

uniformed officers. The total 2010 Police Department budget is \$10.5 million.

In November 1998, Hot Springs voters approved a ½% sales tax to increase funding support



for police and fire services. This funding, which generates about \$5.6 million a year, is divided between the Police and Fire departments on

a 60%/40% basis. With regard to the Police Department, this funding has been used to purchase new equipment, initiation of a vehicle take-home program and upgrade of the salary



structure. An attractive and highly functional police station was funded by a temporary (15-month) sales tax increase approved by local voters in November 1994.



The Police Department enjoys an excellent cooperative relationship with local, state and federal law enforcement agencies. As an example of this cooperation, the City

participates in a jointly-funded drug task force. Garland County operates the jail and juvenile detention center with the City paying a per diem rate for housing City prisoners.



The Police Department also enjoys strong support from local citizens, elected officials and the City's management who all recognize the importance of a safe and secure community to the area's future quality of life and tourism efforts. This support was illustrated by citizen approval of funding for the police station and the ½% public safety sales tax.



Challenges

In looking to the immediate future, the Police Department is facing several challenges. In order to address these challenges, the new Chief will need to be a proactive leader who is able to create a long-range vision for the Department and influence employee and citizen buy-in. This vision should include a clear direction as to how the Department will address these challenges and reduce overall criminal activity in Hot Springs. Some of the immediate challenges include recruitment of qualified personnel due to the retirement of experienced officers; replacement of aging capital equipment; procurement and implementation of a new communications system; working with county officials on construction of a new jail; continuing and enhancing the use of technology; and finally, leading and advancing a productive and effective police force in the current budgetary and economic climate.

Background and Qualifications

The City of Hot Springs is seeking a Police Chief who is experienced in all levels of local law enforcement. The ideal candidate should have at least seven years of direct law enforcement experience, with management experience in a department similar in size to the Hot Springs Police Department which employs 133 employees, 105 of which are uniformed. The new Chief should possess at least a bachelor's degree in criminal justice, business administration or related field.

The new Hot Springs Police Chief should be a goal-oriented individual with strong administrative and management skills and a proven record of reducing crime. He/she must be able to relate

effectively to a diverse citizenry. It is important that the new Police Chief be stable, accessible, progressive and approachable-- a good communicator with proven ability to lead, motivate, plan and set a positive example for all employees within the department. The new Chief must have a positive persona with a proven record of honesty, integrity and trust. He/she should be an innovator and problem solver who can effectively apply technology and best practices to police operations in this exceptional and unique city.

During the next several weeks, the City Manager's Office will solicit input from the Police Department, Board of Directors, Civil Service Commission and the community at large regarding their expectations for the new Chief. These expectations will be shared with the semifinalists prior to their interviews and will provide them with additional insight into the requirements of this position.

Compensation

The starting salary for the new Police Chief is negotiable based upon experience and qualifications. An excellent fringe benefit package is available which includes retirement, health and dental insurance, paid holidays, vacation, sick leave and other benefits. The City also encourages professional development with all training costs reimbursed, subject to budgetary limitations. Membership is encouraged in state and national organizations and attendance at annual conferences.

TO APPLY

To be considered for this position:

**Please submit a
City of Hot Springs application for
employment form**

along with a letter of interest and resume to:

City of Hot Springs Human Resources Dept.

P.O. Box 700

Hot Springs, AR 71902

Or

**Log on to www.cityhs.net and complete the
online application. Resumes and letters of
interest can be attached at the end of the
online application.**

For more information contact:

Minnie Lenox/HR Director

133 Convention Blvd.

Hot Springs, AR 71901

(501) 321-6840

mtenox@cityhs.net

**Minorities and women are encouraged to apply.
The City of Hot Springs is an Equal Opportunity Employer.**

**Explore Arkansas
and
Hot Springs on the Web**



www.arkansas.com

www.cityhs.net

www.hotsprings.org

www.hotspringsmetro.com

www.nps.gov

www.city-data.com/hot-springs-Arkansas

www.hotspringschamber.com

www.wunderground.com

www.arkansashotels.org

www.summitarena.org



