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EXECUTIVE SEARCH

Chief of Police
CITY OF MILL CREEK, WASHINGTON

THE COMMUNITY

Situated in Snohomish County approximately 20 miles north of Seattle and 10 miles south of Everett, the City of Mill Creek, Washington, is a picturesque community nestled just inland from the Puget Sound, north of Lake Washington, and west of the Cascade Mountains. Initially developed as a golf course community in a densely wooded area and incorporated in 1983, Mill Creek (pop. 20,470, 4.6 sq. mi.) is exceptionally well-planned and offers a hometown atmosphere with many of the amenities of urban living.

Mill Creek is a vibrant, safe, and family-friendly community where residents enjoy active lifestyles without all the big city commotion. The City provides many opportunities to enjoy sports and the great outdoors. Parks and trails are a hallmark of the City with over 43 acres of parks and 23 miles of nature trails. Mill Creek enjoys 10 neighborhood parks, as well as a Sports Park, that features a ball field for Little League and youth soccer and a skate park. The City offers recreation services, classes, and special events designed to serve the active and passive recreation needs of the community.

The City's centerpiece is the award-winning Mill Creek Town Center,

featuring over 80 shops, restaurants, and services. Situated among nature trails and creeks, the outdoor shopping area has a park-like setting and hosts a variety of events, including 5K runs, art walks, live entertainment, and sporting events. Town Center is a model for successful urban development.

Centrally located with proximity to major employment centers along the I-5 and I-405 corridors, Mill Creek is extremely desirable to homebuyers and renters. The City offers a variety of neighborhoods ranging from those with traditional single-family homes to others with smaller cottage housing, as well as numerous high-quality townhomes and apartments.

Mill Creek is served by the Everett Public Schools, one of the best school districts in the State, with an elementary school, a middle school, and a high school within municipal borders. Seven excellent colleges and universities are found within a 17-mile radius. Mill Creek residents are well educated with 49% having a bachelor's degree or higher. Popular Mill Creek Library is one of the busiest branches of the highly-regarded Sno-Isle Libraries system. Community Transit provides both local and bus rapid transit (BRT) service to connect Mill Creek to the larger metropolitan area. In six years, BRT will also connect the City



west to neighboring Lynnwood and its newly planned light rail.

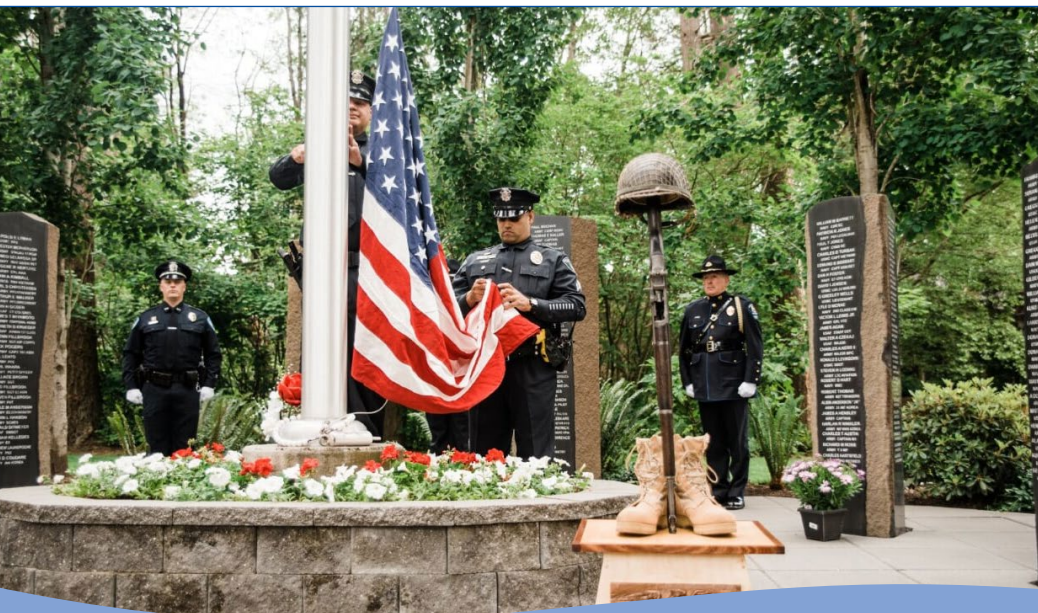
Mill Creek offers an exceptional community experience, where natural beauty is preserved, neighborhoods flourish, businesses thrive, and recreational opportunities abound.

To learn more about the City of Mill Creek, please visit <https://www.cityofmillcreek.com>.

THE ORGANIZATION

The City of Mill Creek operates under the Council-Manager form of government. Citizens elect seven City Council Members at large to staggered, four-year terms, without limit. Every two years, the City Council elects from its Members a Mayor, who chairs the Council, and a Mayor Pro Tem. The Council appoints a City Manager, who is the City's Chief Executive Officer, responsible for carrying out the Council's policies and ordinances and overseeing the day-to-day operations of the City.

The 2019-20 Biennial Budget (cash basis) is \$50.5 million (GF \$28.2 million, reserve \$6 million) and supports a staff of 61 FTEs. City services include police protection, public works, street maintenance, storm water, planning and zoning, parks, recreation, and general government services (chief executive,



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human resources, finance, information technology, communications, marketing, and administration). The City contracts with Snohomish County Fire District 7 for fire and emergency medical services, and with the Alderwood and Silver Lake Water districts for water and wastewater services. The City also issues U.S. passports at City Hall.

THE DEPARTMENT AND THE CHIEF OF POLICE

In the November, 2019, election, Mill Creek voters returned to office every City Council Member up for re-election (five), indicating strong support for the City's current strategic direction. Historically, Council positions have been stable with members serving multiple terms, and these Council Members selected Michael Ciaravino as Mill Creek's City Manager.

Since his arrival (May, 2019), Mr. Ciaravino has led a complete and meaningful transition within city government, capturing momentum and carefully reconstructing Mill Creek's management team, emphasizing ethics, professionalism, sophistication, and diversity. Appointed by and reporting directly to the City Manager, the Chief of Police is the City's next key team member.

The Mill Creek Police Department (MCPD) is a full-service police department that maintains 24-hour staffing for two beats. The current departmental biennial budget of \$10,401,643 supports 27 FTEs, most of whom are members of the Mill Creek Police Officers Guild, which is active and well organized. The MCPD utilizes the New World information system. Mill Creek is a safe community that loves and values its police department, and expects genuine concern and caring in return.

The agency enjoys mutual aid agreements with all agencies in

Snohomish County, especially the Snohomish County Sheriff and the neighboring Cities of Lynnwood, Bothell, and Everett.

Under the general direction of the City Manager, the Chief of Police provides leadership, management, administration, and direction for the overall operations and activities of the MCPD.

In addition to the requirements set forth in RCW section 35.21.333, a bachelor's degree in police science, administration of justice, criminal justice, or closely related area, and at least five years of increasingly responsible sworn supervisory/managerial level municipal law enforcement experience are required. Any combined experience and education that provides the required knowledge, skills, and abilities will be considered. Must successfully pass a comprehensive background check including but not limited to the requirements of RCW section 35.21.334. Out-of-state applicants are welcome, and should familiarize themselves with the Basic Law Enforcement Equivalency Academy through the Washington State Criminal Justice Training Commission.

THE IDEAL CANDIDATE

Mill Creek's next Chief of Police is a professional, experienced leader, who appreciates the community and will be vested in Mill Creek as her or his home. She or he is technically sound in every aspect of law enforcement, community policing, and alternative ways of keeping a community safe. The successful candidate is open, honest, and personable, a person of character and impeccable integrity, who conducts herself or himself accordingly, both on

and off duty. Mill Creek is looking for an ethically and morally grounded person.

The next Chief of Police will be completely invested in building a modern, model police department at Mill Creek, reflecting the unprecedented societal changes transforming law enforcement today. The successful candidate holds diversity, equity, and inclusion as professional values, with a demonstrated history of commitment to them. The ideal candidate truly understands the multi-faceted nature of the role of police in society and the nuances attending the position of Chief.

The ideal candidate is a working Chief, someone who still enjoys police work and is not an administrator confined to the office. She or he is passionate, engaged, approachable, and present, and will ensure a positive culture within the department. The successful candidate has common sense and is a confident decision-maker under all circumstances. The next Chief leads by example and thereby inspires the trust and loyalty



of all those under her or his area of responsibility.

At the same time, the successful candidate is a capable executive and manager, who is skilled in budget preparation and management and vested in data-driven decision-making. The ideal candidate has experience with collective bargaining and appreciates real, meaningful partnership with labor. The next Chief of Police has experience in implementing progressive policies and procedures, in using streamlined administration, and especially in developing training and growth opportunities for every position in the department.

The ideal candidate has expert-level outward- and inward-facing communications skills. She or he listens and considers before speaking. The successful candidate is a servant leader, supportive of her or his staff and their needs, inclusive, and collaborative, with exceptional emotional intelligence to connect well with others in and outside of the department. Officers can depend on the Chief for fairness, equitable treatment, consistency, and accountability, because the Chief deals with them proactively. The successful candidate is excellent at building and



SEARCH SCHEDULE

Filing Deadline: August 18, 2020

Preliminary Interviews: August 24-28, 2020

Recommendation of Candidates: September 1, 2020

Finalist Interview Process: September 10-11, 2020

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

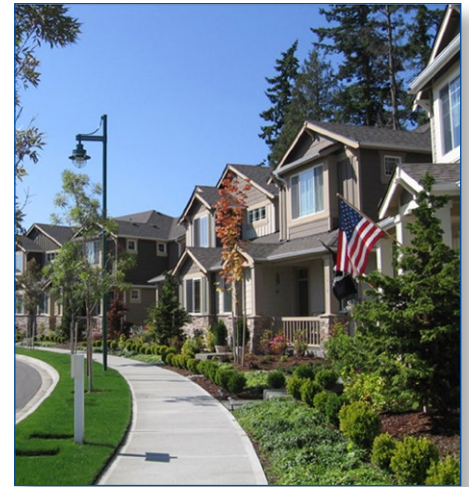
maintaining relationships, someone who is a positive presence, with a sense of humor.

The next Chief of Police will be a reliable, contributing member of the city's leadership team, who fully supports the City Manager. The ideal candidate likes being part of a team and is excited by the prospect of working together to get good things done for Mill Creek.

THE COMPENSATION

The salary range for this position is \$115,409 to \$151,870 dependent upon experience and qualifications.

The City of Mill Creek provides an excellent benefits package including comprehensive medical, dental, vision and life insurance, paid holiday(s), vacation and sick leave, and professional development. Along with several other local cities, Mill Creek participates in a 401(a) Social Security Replacement Plan through MEBT (Municipal Employees' Benefit Trust). Retirement benefits are through the Washington State Department of Retirement Systems Law Enforcement Officers and Firefighters (LEOFF) program (www.drs.wa.gov), and employees may also take advantage of deferred compensation plan offerings. Relocation assistance subject to negotiation.



THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please visit our website:

Peckham & McKenney
www.peckhamandmckenney.com

Please do not hesitate to contact Andrew Gorgey directly at (970) 987-1238, if you have any questions regarding this position or the recruitment process.

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