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EXECUTIVE SEARCH

Police Chief

CITY OF SEBASTOPOL, CALIFORNIA

THE COMMUNITY

Just one hour north of San Francisco, and 30 minutes west of Santa Rosa lays Sebastopol, a progressive community of 8,000 located in the wine country of western Sonoma County. Set amid gently rolling, redwood-studded hills, Sebastopol boasts a friendly small-town vibe infused with an international consciousness, a robust cultural scene, farm-to-table organic food and wine, and easy access to the endless recreational options of the Russian River, the Sonoma coast and Redwood forests. Sebastopol residents are known for their positive community engagement, strong commitment to environmental sustainability and leadership in local efforts to address climate change.

Located at the crossroads of state highways 12 and 116, Sebastopol encompasses 1.8 square miles and has become a thriving home for small business. It has an abundance of one of a kind restaurants, galleries, wineries, breweries, antique shops and unique specialty stores. It also is home to The Barlow, a 12-acre park-like outdoor market district featuring local food, wine, beer, spirits and crafts made onsite by Sonoma County artisans.

With its ideal climate and natural beauty, the region affords ample opportunities for outdoor activities. One of the most scenic areas is the Laguna de la Santa Rosa Wetlands which is the largest freshwater wetlands complex on the northern California coast. Other city amenities include multiple parks and playgrounds, a skateboard park, a public swimming pool, a Community Center, an Art Center, ballparks and tennis courts. Throughout the year, there also are a variety of community events including concerts in the plaza, film festivals and art events. Paying tribute to Sebastopol's rich agricultural heritage, the community also hosts two annual events honoring the towns' historic production of the heirloom apple, the Gravenstein. While nearly all lands once used for apple orchards are now vineyards, the community takes pride in its agricultural past and still hosts the Apple Blossom Festival in Spring.

Sebastopol's low crime rate, outstanding schools and superior quality of life has made it a highly desirable community. In 2016, Sebastopol was ranked #3 on Livability's list of "10 Best Small Towns 2016". It also has been designated as a "Slow City," joining over 200 small towns throughout the world that are committed to staying green, local, friendly and artistic.

For more information about the City of Sebastopol, please visit <https://www.ci.sebastopol.ca.us>

THE ORGANIZATION

The City of Sebastopol is a well-managed, fiscally sound, and environmentally responsible community rich in civic pride. Incorporated in 1902 the City of Sebastopol operates under the Council-Manager form of government, with five Council members elected at-large for staggered four-year terms. The City Council is the legislative authority body of the City and is responsible for setting policies and adopting citywide goals and priorities. The City Council formulates policies in the form of motions, resolutions,

and ordinances, which reflect the best interests, needs, and priorities of its citizens, businesses and visitors. The City Council appoints the City Manager, the City Attorney and the City Clerk as well as the members of the City's advisory commissions and committees. The City Manager is responsible for assuring compliance with the ordinances, implementing the policies and direction of the City Council, appointing department directors and hiring employees and managing the daily operations of the City.

With a staff of approximately 55 employees and a FY 2019-20 Operating Budget of \$9.5 million, the City provides a full range of services including fire and police protection; water and wastewater; construction and maintenance of city streets, storm drains, bridges and similar infrastructure; park maintenance, community recreation activities, building inspections; licenses and permits.

The current City Council Goals are:

- Maintain the Long-Term Financial Stability and Sustainability of the City of Sebastopol and Operate City Government in a Fiscally Responsible Manner
- Maintain, Improve and Invest in the City's Infrastructure
- Maintain, Enhance and Increase Park land in the City of Sebastopol
- Maintain and Enhance the City of Sebastopol as a Walkable/Bike-able Community and Enhance the City's Commitment to Promotion of the City's Health by Creating and Participating in City's Programs and Services
- Provide Open and Responsive Municipal Government Leadership
- Maintain a highly qualified Staff that works to provide services to serve and protect the residents of this community
- Maintain, Improve, Study and Invest in the City's Possibility of Enhanced Off-Street Parking Opportunities and Potential Re-Use of City Properties
- Provide and Develop a Plan for the Future for the City of Sebastopol
- Enhance and Maintain the Economic Vitality of the City
- Enhance all facets of housing opportunities in Sebastopol and providing assistance to housing projects.

THE DEPARTMENT

The Sebastopol Police Department (SPD) is a full-service law enforcement agency composed of 14 sworn peace officers, seven non-sworn support staff and a Police Technician. The 2019-20 adopted budget is \$4.2 million with the vast majority of that budget being Salaries and Benefits. The department is managed by a Chief of Police and is assisted by a Police Lieutenant. Four Police Sergeants who oversee eight generalist Police Officers provide daily law enforcement field supervision. The SPD's volunteer bureau augments the paid staff with an authorized strength of ten Reserve Police Officers, ten Community Service Volunteers, and eight Police Explorers (not all positions are currently filled).

The Department is organized into three divisions: Administration, Operations, and Technical and Support Services.

Administration

The Administration component is performed by Department management who ensure that operations are efficient, professional, and directed toward organizational goals allowing the agency to maintain its exemplary standards of performance and community service.

Operations

The Operations Division consists of peace officers that respond to calls for service and crisis intervention 24



hours a day, seven days a week. Also included in this Division are the members of the Volunteer Bureau. Operations Division personnel are responsible for the field training of newly-hired officers and volunteers, on-going training of existing officers and volunteers, investigation of all criminal activity in Sebastopol, traffic enforcement, providing general patrol and service delivery around the clock, and for the booking and processing of arrestees.

Technical and Support Services

The maintenance, processing, and distribution of records are combined with emergency dispatching services, both of which constitute Technical and Support Services. The Records/Dispatch Supervisor and five full-time Communications Dispatchers are responsible for accepting all emergency and non-emergency telephone calls for public safety services, both from the public and other agencies, while staffing the reception counter and providing a variety of requested services and information. The Division is also responsible for the handling and storage of property and evidence, and the Police Aide provides Parking Enforcement and Animal Control services.

THE POSITION

The City of Sebastopol is seeking an experienced professional with a command presence capable of moving the Department forward in its pursuit of community policing as a philosophy, management style, and an organizational strategy that promotes police and community partnerships. The new Police Chief will recognize the shared responsibility and connection between themselves, the department and the community in making Sebastopol a safer place to live, work and recreate. From day one the new Chief will exhibit a strong commitment to working positively with diverse communities to advance equity and fairness, and in the Departments' compliance with California law regarding neutrality on immigration status.

THE IDEAL CANDIDATE

The ideal candidate will be able to demonstrate unquestionable fairness, ethics and integrity as well as solid management, organizational and financial/budgeting skills. They will be expected to maintain and improve cooperative working relationships between the members of the Police Department, other jurisdictions and agencies, have a demonstrated track record of community outreach and collaboration with other types of service providers such as mental health professionals, as well as having a regional perspective coupled with a strong problem solving mentality. The new Chief will be visible and comfortable in public settings and will have the ability to communicate complex concepts and strategies in lay-mans terms to a variety of stakeholders.

The new Police Chief will be politically savvy, yet apolitical and will have excellent interpersonal and strong communication skills. It is expected that the new Chief will continuously evaluate and adapt to the shifting dynamics and challenges impacting the City and Department while at the same time being conscious of the Department's effectiveness and





efficient delivery of services to the residents of the City.

The selected individual will be a collaborative manager who will challenge and promote their staff to bring new ideas and evaluate options to current practices. The capacity to mentor, train and use technology when appropriate to leverage current resources is also expected, as is the desire to be innovative in the delivery of departmental services.

This is an incredible opportunity to lead a Department that is looking to the future and is willing to step up to make the Sebastopol Police Department one of the best small departments in the state.

Education and/or Experience

Bachelor's degree (B.A.) from a four-year college or university; or two years related experience and/or training; or an equivalent combination of education and experience.

Certifications, Licenses, Registrations

Possession of an appropriate California Driver's license issued by the State Department of Motor

Vehicles and possession of requisite certificates from the California Commission on Peace Officer Standards and Training.

THE COMPENSATION

The annual salary range for this opportunity is from \$121,808 to \$148,073 and appointment will be made depending upon the qualifications and experience of the selected candidate. In addition, the following generous benefits are provided:

- Choice of Kaiser or REMIF Anthem Blue Cross Health Insurance for employee and dependents
- Employer contributes 100% Kaiser premium. Employee pays premium difference for BlueCross.
- Employer contributes 100% Dental & Vision Benefits
- Life Insurance – \$50,000 for employee. Increased coverage may be purchased by employee
- Long-term and Short-term Disability Ins.
- PERS Pension Plan (CalPERS 3%@50 for Classic Members or 2.7%@57 for PEPRA Members (hired after 01/01/13). Uniform Allowance is not PERSable income for PEPRA members.
- Uniform reimbursement \$1,000 per fiscal year
- Deferred Compensation Plans are available
- Worker's Compensation benefits
- Vacation 120 hours and increase based on length of service, Sick Leave 120 hours. Administrative Leave 100 hours annually accrual benefits. 14 Paid Holidays.
- Payroll Direct Deposit
- Longevity Pay granted after completion of 8 years at 2%, 15 years at 4% and 20 years at 6%
- Section 125 pre-tax premium plan available

SEARCH SCHEDULE

Filing Deadline	August 24, 2020
Preliminary Interviews	August 26 through September 2, 2020
Recommend Candidates	September 4, 2020
Final Interviews	September 18, 2020

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

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 Phil McKenney toll-free at (866) 912-1919, if you have any questions regarding this position or the recruitment process.



www.peckhamandmckenney.com