



New. Better. Best.

**CITY OF
MENIFEE, CA**

INVITES YOUR
INTEREST IN
THE POSITION OF

**CHIEF OF
POLICE**



THE COMMUNITY

The City of Menifee is a vibrant, award-winning new community (only 10 years young!) that was most recently recognized as the fastest growing city in Southwest Riverside county, 3rd fastest growing city in Riverside County, and 10th fastest growing city in Southern California. Menifee's population has increased 39% since 2008 (incorporation).

Located along the burgeoning Interstate 215, just east of Interstate 15, Menifee's central and convenient location is attractive to residents and businesses alike. Menifee is close to everything "California." Its family-oriented community, booming development, and sweeping vistas make it a fantastic city to live and work in.

This powerhouse city of 90,000+ residents includes many young families who are attracted to Menifee's safe and friendly community, award winning schools, beautiful open space and parks, central location, and affordable upscale housing options at competitive pricing. The average age of Menifee residents is 37 years young.

Menifee's goal is to continue to be a business-friendly city, and with 106 FTE Authorized positions, the City is working to attract new businesses, retail, restaurant, and entertainment-related projects to tap into Menifee's increasing economic potential.

In 2017, with the influx of \$14.4M through the reinstatement of Vehicle License Fees and recently voter-approved 1% local sales tax (Measure DD), the City's proposed operating budget of \$46.3M has allowed the City to increase expenditures in public safety, infrastructure, projects, road maintenance programs, and general services. The City is also investing more than \$170M in capital infrastructure projects to improve business access and traffic flow that all relate to increasing the quality of life for Menifee residents.

THE ORGANIZATION

Menifee operates under a Council-Manager form of government with a FY 2018/2019 total budget of \$80.5 million and 106 full-time City Hall employees. Operating departments within the City include City Manager's Office, Building & Safety; City Attorney; City Clerk; Code Enforcement; Community Development; Community Services; Economic Development; Engineering; Finance; Human Resources; and Public Works. Police and Fire services are currently contracted with Riverside County. The Mayor and City Council provide leadership, develop policies to guide the City in delivering services and achieving community goals, and encourage citizen understanding and involvement. The Council has high expectations of City staff, encourages quality growth, and is committed to transforming the City into an economically thriving community.

Until this time, the City of Menifee has contracted with the Riverside County Sheriff's Department for police services. In October 2018, the Menifee City Council voted unanimously to establish a municipal police department. The council's action followed

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a year-long feasibility study and included overwhelming community input and support for the new Menifee Police Department. The city is in an excellent position, financially and otherwise, to make this a reality within approximately 18 months. There is a desire to partner with surrounding agencies for communications and dispatch services.

THE POSITION

Under direction of the City Manager, the Chief of Police provides expert professional assistance to City management while fostering cooperative working relationships with the general public, citizen groups, and other agencies on police matters.

Essential duties and responsibilities include, but are not limited to, the following:

- Plans, establishes, organizes, coordinates, and directs departmental programs consistent with and supportive of the goals, objectives, and priorities of the City;
- Develops and directs the implementation of goals, objectives, policies, procedures, and work standards for the Department;
- Monitors development of related police service matters, evaluates their impact on City operations, and implements policy and procedural improvements;
- Directs City police functions including patrol, law enforcement, investigations, police communications, and community and administrative services;
- Participates in the selection and assignment of Department employees and provides for the supervision and training of all such personnel;
- Assigns, directs, evaluates, rewards, and disciplines those employees who are directly and indirectly supervised, in accordance with City policy;
- Assures that Department employees are instructed in job safe practices;
- Negotiates with outside entities concerning the establishment of approved contractual relationships with the City concerning those matters under Department cognizance;



- Administers contracts and other City grants that relate to and are within the scope of Department responsibilities;
- Authorizes the purchase of departmental materials and equipment within established dollar limits and the appropriate coding and inventorying of such purchases;
- Makes final departmental interpretations of City regulations and various ordinances, codes, and applicable laws to ensure compliance and consistency of applications within the Department; and,
- Coordinates law enforcement activities with the activities of other City departments and other law enforcement agencies.



THE IDEAL CANDIDATE

The City of Menifee is seeking an experienced driven and highly motivated, Chief of Police who is approachable, outgoing, and comfortable interacting with all members of City staff, City Council, and the community on a regular basis. A proven leader who demonstrates a collaborative and team-oriented approach to leadership and service to the community will be valued. The new Chief will be a loyal public servant, open and transparent in his or her dealings with internal and external stakeholders and expected to have a good working relationship with the City Manager, City Council, and members of the City's Executive Team.

The City is seeking candidates who take an active interest in the community, engaging the residents, and promoting and practicing community policing. The ideal candidate will take a proactive stance towards problem-solving and be someone with excellent diplomacy, presentation, and relationship-building skills who is politically astute, but remains apolitical. The successful candidate understands and values the culture of Menifee and knows its demographics, both culturally and socioeconomically, as well as its challenges and issues. Candidates are desired who bring excellent interpersonal skills and strong oral and written communication skills.

The City is seeking a candidate with the highest integrity who is honest, forthright, and capable of garnering the trust and respect of staff, as well as that of the community. The incoming Chief of Police will be a consistent and firm but fair decision-maker with the ability to lead by example and hold staff accountable while treating employees with dignity and respect. A hard-working, hands-on leader and administrator who is willing to roll up his or her sleeves to help the Department accomplish its goals is being sought. The selected candidate will have dealt successfully with recruitment and retention and can bring new and fresh ideas to the table. A Chief who understand the

needs of the entire City and demonstrates the ability to balance those needs with the needs of the Department will do well in this position, as will a Chief who understands and embraces innovative and contemporary law enforcement trends and services. Candidates with budget experience and experience working with grants will be valued.

The successful candidate will have knowledge of the principles, practices, techniques, and equipment used in law enforcement, including patrol, arrest, custody, crime investigation and prevention, internal investigations, community services, and related police services; criminal law, codes, ordinances, and court interpretations, including rights of citizens, apprehension, arrest, search and seizure, and rules of evidence; principles and practices of employee supervision, including selection, training, work evaluation, and discipline; California Peace Officer Standards and Training regulations and requirements.

The incoming Chief of Police will be a consistent and firm but fair decision-maker with the ability to lead by example and hold staff accountable while treating employees with dignity and respect.

At a minimum, candidates must possess twelve (12) years of increasingly responsible law enforcement experience including at least four (4) years at the rank of Lieutenant or above with management and administrative responsibility in a comprehensive law enforcement program supplemented by a Bachelor's degree from an accredited college or university with major course work in criminal justice, police science, business administration, public administration, or a related field. FBI National Academy, POST Command College, and/or a Master's degree are highly desirable. Candidates must possess a P.O.S.T. Management Certificate or the ability to obtain one within one (1) year of appointment, and an appropriate, valid driver's license.

THE COMPENSATION*

The compensation package for the Menifee Chief of Police position is \$13,873 – \$17,802 monthly, dependent upon qualifications*. The City also offers an attractive benefits package including:

Retirement – Employees are covered by the California Public Employees' Retirement System (CalPERS). The City is currently in the contracting stage for Safety retirement benefits with CalPERS. The formula will be 2.7% at 57, 2.5% at 57, or 2% at 57. Highly qualified candidates may be eligible to supplement their CalPERS retirement with City contributions to a 457 deferred compensation plan.

The city pays the employer portion of CalPERS. Employees pay 100% of the employee's share of the CalPERS retirement contribution. The City does not participate in Social Security, except for the mandatory Medicare Program.

Deferred Compensation – The City offers a 457 deferred compensation program through ICMA. Each employee may defer up to the maximum allowed by the IRS.

Flexible Spending Account/Dependent Care – The City offers a Flexible Spending Account which allows employees to set aside pre-tax dollars to pay for eligible health insurance premiums, health care expenses and/or childcare.

Life Insurance – The City provides \$50,000.00 of term life insurance for regular, full-time employees.

Sick Leave – An employee accrues 4 hours of sick leave per pay period. There is no limit on the amount of accrual.

Vacation – 80 hours of paid vacation leave are earned per year, increasing to 120 hours after 4 years of employment and 160 hours after 5 years of employment. Vacation hours are accrued pro-rated per pay period. The vacation maximum accrual is 440 hours.

Vacation Buy Back – During each fiscal year, an employee may request that the City buy back accrued and unused Vacation Leave from the employee's account, in accordance with the buy back guidelines.

Executive Leave – Executive employees are granted 60 hours of leave each fiscal year. Executive leave must be used within the fiscal year granted and cannot be carried into the next fiscal year.

Holidays – There are 13.5 paid holidays per year.

Auto Allowance – A City vehicle will be provided.

Medical, Dental and Vision Insurance – The City provides a monthly allocation of \$1,500 up to \$1,702.32, which may be applied towards the cost of benefits made available by the City at the option of the employee.

Medical insurance is available through CALPERS for employee and eligible dependents. Dental and Vision is also available for employee and eligible dependents.

Education Reimbursement – Employees may request up to \$1,000 per fiscal year for expenses incurred for tuition, books, and fees for college-level or job-related courses or degree curricula upon prior approval.

*Additional incentives for highly qualified candidates may be considered.

TO APPLY

If you are interested in this outstanding opportunity, please visit our website at www.bobmurrayassoc.com to apply online.

**Filing Deadline:
February 8, 2019**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. Appointment of the Chief of Police is anticipated in April of 2019. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Menifee. Candidates will be advised of the status of the recruitment following selection of the Chief of Police.

If you have any questions, please do not hesitate to call Mr. Joel Bryden at:

(916) 784-9080

