



**POLICE
CHIEF**



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY

The City of Dixon is a growing community located on Interstate 80 in eastern Solano County, approximately 21 miles southwest of Sacramento and 65 miles east of San Francisco. Dixon's location offers convenient access to the San Francisco Bay area as well as the recreational opportunities in the Sierras. The population of the community is approximately 20,000.

Home prices remain affordable compared to many areas of the state. The public education system is well-regarded and is served by the Dixon Joint Unified School District. The University of California at Davis, one of the nation's finest public universities, and California State University at Sacramento are both within a short commute. Recreational facilities also abound within the City as well as the immediate areas. The combination of all these factors truly makes Dixon an ideal place in which to work, live, and play.

THE CITY GOVERNMENT

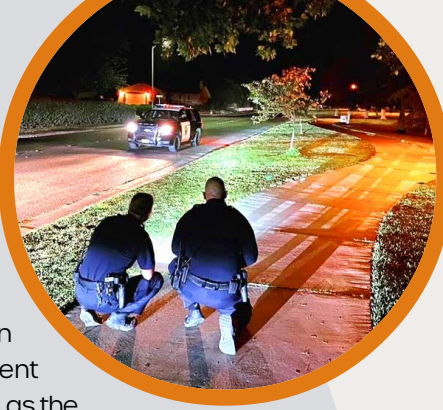
The City of Dixon is a General Law City and is governed by a five-member City Council elected by district, and a Mayor elected separately, city-wide.

The City delivers basic Administrative, Public Works Maintenance, Development, Engineering, Recreation, and Public Safety services. The City also provides domestic water service to a portion of the City, sewer service throughout the City, and transit services as enterprise operations. The City has a full-time workforce of 120 employees and a General Fund Budget of approximately \$20 Million.

THE DEPARTMENT

The Dixon Police Department (Dixon PD) is transforming itself to address the needs of a growing city and the challenges currently facing law enforcement. Substantial investments have been made in the City's most important assets—its residents. Equipment upgrades, facility improvements, and training programs all have aligned to create the best opportunities for individual and organizational success. The Department believes that investing in people translates into an organization that everyone can be proud to be a part of in a city that overwhelmingly supports law enforcement.

Dixon PD is committed to providing protection and services to a community who has demonstrated their appreciation and support for their police. A recent survey indicated a 78% approval rating for the work of the members of the Department.



THE POSITION

Under administrative direction of the City Manager, the Police Chief plans, directs, and organizes the activities of the Dixon Police Department in law enforcement and crime prevention. Essential functions of the position include preparing the Department budget and controlling Department expenditures; making recommendations for the purchase of equipment and supplies; reviewing Department operations, researching modern police management methods, and formulating and enforcing rules, procedures, and policies for efficient operation of the Department; directing the development and implementation of a departmental in-service training program; appearing as guest speaker for business, civic, school, or other community groups; and prepare special reports related to department operation.

It is the responsibility of the Police Chief to attend county, regional, and State police conferences as needed as well as meetings with other public officials; work with individual citizens and community groups on law enforcement problems to improve police-community relations; investigate and determine proper courses of action on citizen complaints; plan for future department growth, with regard to additional police services and research programs relative to their specific application to the Department and community; and make recommendations on promotions transfers or dismissals.

THE IDEAL CANDIDATE

The City of Dixon is seeking candidates with a genuine desire to increase the quality of life for residents and visitors. The ideal candidate will be

fully committed to the Department and be a key proponent of improving policies and employing best practices. Ideally, the new Police Chief will be familiar with the region and the issues within the community. The City seeks an individual who desires a long-term partnership with the Dixon Police Department.



A candidate who has a well-rounded law enforcement background and a balanced approach in achieving crime reduction is being sought. The new Police Chief will also have strong interpersonal skills and be an effective communicator who can thoughtfully provide solutions to complex matters, bridge gaps, and build consensus between the Department, City Council, City Manager, and the general public. The successful candidate must possess a proven record of success and a strong community relationship.

The ideal candidate will be an innovative, progressive, and dynamic law enforcement professional; a champion of integrity and ethics for the Department, promoting transparency and active community engagement at all levels of the organization. The ability to lead by example and instill a high degree of accountability while treating employees with dignity and respect will be essential to success in this role. The new Chief will also demonstrate respect and sensitivity toward the cultural and ethnic diversity of the greater community.

Successful candidates will have excellent oral and written communication skills and a collaborative, problem-solving approach. As a highly visible representative of the City, the incoming Police Chief should expect to interact with community members and local and regional elected officials on a regular basis. This position requires a service-minded individual with the ability to connect with people at all levels and with political acumen.

The new Chief will create opportunities for sworn and professional staff to grow through career development and training. A candidate that has dealt successfully with recruitment and retention issues will be valued. The ideal candidate will serve as a resource to colleagues from other City departments and will view other internal departments as a resource. The Chief must function as an effective advocate for the Department while balancing the needs of various stakeholder groups.



It is expected that candidates will have knowledge of modern principles, practices, and techniques of police administration, organization, and operation, and their applicability to civic situations; of technical and administrative phases of crime prevention and law enforcement, including investigation and identification, patrol, traffic control, juvenile delinquency control, record keeping, and care and custody of persons and property; of laws, ordinances, and regulations affecting the work of the Department; and of principles of public administration, including personnel, administrative, and budgetary control. The ideal candidate will have the ability to plan, organize, and coordinate the work of the Police Department; to develop and administer sound departmental policies; to establish and maintain cooperative and effective working relationships with governmental officials, employees, and the public; and to speak and write effectively.

Any combination equivalent to experience and education that would provide the required knowledge and abilities is qualifying. A typical way of obtaining the knowledge and abilities is possession of a Bachelor's degree in Criminal Justice or another related field and broad and extensive experience in all major phases of municipal police work, including at least four (4) years in a responsible supervisory capacity in a municipal police department; possession of a California POST Management Certificate and a California POST Executive Certificate is desirable. A minimum of eight (8) years of California law enforcement experience is required.

THE COMPENSATION

The current annual salary range for the Police Chief position is \$165,000-\$215,000; placement within this range is dependent upon qualifications and experience of the selected candidate. This is an "at-will" position and hired with an Employment Agreement. The City of Dixon also offers an attractive benefits package, to include:

CalPERS Retirement - CalPERS will determine if employee is considered a "Classic" or "New Member" under Government Code section 7522.04 and employee shall contribute based on the enrolled tier. The City does not participate in Social Security.

Monthly Benefit Allowance - In addition to salary, the City contributes up to 70% of the CalPERS Region 1 family rate (currently \$1,398.65) towards a CalPERS Medical Plan. If no medical plan is chosen, the City pays \$600/mo.

Benefit Plan Choices - Choose from CalPERS health plans, Delta Dental plan(s) (DHMO employee only—paid by City), VSP vision plan (employee only—paid by City), supplemental life insurance plan, City-provided \$50K basic life insurance coverage, and several AFLAC products.

Deferred Compensation Plan - A portion of salary may be deferred via a voluntary payroll deduction. The City contributes a percent of employee match, to be negotiated.

Vacation/Holiday - Vacation with pay accrues at the rate of 12 days per year. Eleven (11) paid holidays per year plus two (2) floating holidays per year are provided.

Sick Leave - Earned at the rate of one day per month, with unlimited accrual. Upon retirement or resignation, employee may be compensated for a percentage of unused sick leave.

Administrative Leave - 120 hours per year (may cash out a percentage once per year).

Long-Term Disability - Provides income protection of 2/3 salary after 60 days for injury or illness. Premiums paid for by the City.

Vehicle - Leased vehicle provided.

Uniform Allowance - \$1,000 per year.

Incentive Pay - Incentives available for Bilingual (Spanish), Longevity, and Education.

Severance Package - To be negotiated.

TO APPLY

If you are interested in this exciting career opportunity, please apply online at:

www.bobmurrayassoc.com

**Filing Deadline:
March 14, 2021**

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 and Associates. Candidates will be advised of the status of the recruitment following finalist selection. Finalist interviews will be held with the City of Dixon. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval.

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

(916) 784-9080

