



THE CITY OF
COLTON *California*



City of Colton
POLICE



invites your interest in the position of

Police Chief



Recruitment Services Provided by Ralph Andersen & Associates

THE COMMUNITY

The City of Colton, located in San Bernardino County, California at the junction of interstates 10 and 215, the “crossroads of the Inland Empire,” which is strategically located to serve the larger Southern California marketplace. The city is approximately 16 square miles and is located 57 miles east of Los Angeles, 2 miles southwest of San Bernardino, and 9 miles northeast of Riverside. With a population of approximately 55,000, the City is proactive in targeting the expansion of job opportunities, residential, and business growth.

The City of Colton is proud of its growing role as a center for new business and residential and employment opportunities. A comprehensive transportation network, available underdeveloped land, a skilled and ready-to-work labor pool, and a viable partnership between business, city, and county government contributes vitality to an already established commerce. The City is focused on the high quality of living, education, job creation, community health, public safety, housing, retail, recreation, arts and culture, and infrastructure for development that is sustainable over time. Colton will be a destination for visitors and a home for anyone seeking a sense of community and a high quality of life.

Historically, Colton has worked hard to make the City one of the best places in Southern California to work, live, and enjoy life and that single goal remains true today. Colton is a diverse community where tomorrow’s contributors pursue their goals in an attractive and safe environment abundant with opportunities for educational and economic advancement. The City is home to a variety of educational and family experiences including Reche Canyon, the Historic Carnegie Library/Museum, and Fiesta Village Family Fun Park.





CITY GOVERNMENT

The City of Colton is a general law City serving the public under the Council-Manager form of government. The City Council is comprised of 5 members elected to serve 4-year terms with staggered elections every 2 years. The Mayor is elected at large and the 4 council members are elected by district. The City Clerk and City Treasurer are elected officials. Illustrative of organizational stability, City Manager, Bill Smith, has served the City since 2004 beginning as the Community Services Director before being appointed City Manager in 2015.

The City is comprised of 9 Departments: City Manager, Public Works and Utility Services, Electric, Fire, Police, Community Services, Finance, Development Services, and Human Resources that are supported by a total of 350 full-time equivalent personnel. The City's General Fund operating budget is approximately \$52 million and has a General Fund reserve of \$36 million. The voters approved a one-percent general-purpose sales tax measure in November of 2022.

The City enjoys a very stable political environment. The City Council and management staff have a good working relationship and a high level of trust. City Council meetings occur on the first and third Tuesdays of the month and often last for less than 2 hours. The Executive Team is also a close-knit group, so 'fit' into this dynamic team will be essential.

THE POLICE DEPARTMENT

The Colton Police Department (CPD) works in partnership with the Colton Community to provide the highest quality leadership and police services. The CPD provides its services through a total staff of 97 employees, including 59 sworn officers, and an annual budget of \$23.5 million. The CPD is organized in two primary divisions, Administrative Services and Operations with a Lieutenant overseeing each division and reporting to a Captain, who reports to the Chief.



THE POLICE DEPARTMENT *continued*

ADMINISTRATIVE SERVICES DIVISION

Administration includes Command Staff, Professional Standards, Legal, Recruitment, Training, and Media Relations.

Duties include establishing Department goals, priorities, and objectives; monitoring Department performance; communication and coordination with City leadership; Department budget; internal investigations and citizen complaints; and recruitment and training of personnel.

Support Services includes Dispatch, Records, Code Compliance, Traffic Enforcement, School Resource Officers, the Multiple Enforcement Team (MET), Animal Services, Property and Evidence, Information Technology, and Citizen Volunteers and Chaplains.



OPERATIONS DIVISION

PATROL

Patrol is responsible for responding to all calls for service, conducting initial investigations to identify criminal activity, apprehending criminal offenders, and conducting proactive and preventative patrols. Included in Patrol is the Arrowhead Regional Medical Center contract for law enforcement services, the Colton At Risk Teen (CART) program, and the Explorer Program.

INVESTIGATIONS

The Detective Bureau is responsible for conducting in-depth investigations of reported criminal activity; apprehending, interviewing, and prosecuting criminal offenders; and preparing criminal cases for prosecution with the District Attorney's Office, and recovering stolen property.

Despite its relatively small size, the CPD is a full-service police department, providing the core police patrol and investigative services as well as a School Resource Officer, records, dispatch services, explorers, and a cadet program.

OPPORTUNITIES

The next Police Chief should demonstrate strong leadership through the following:

- ◆ Assume command of a police department comprised of staff members who are deeply dedicated to serving a highly supportive community. While the City has been able to add staff (8 new sworn positions added this fiscal year) and vehicles in recent budgets, staffing remains a concern in terms of having adequate patrol staff available to maintain rapid response times. The next Chief will need to strategically assess staffing and deployment models to provide the best service possible.
- ◆ In a similar vein, the next Chief will have an opportunity to bring a contemporary focus to officer wellness, retention, and recruiting to maintain a robust, healthy workforce that continues to provide the outstanding public safety service to which all have become accustomed.
- ◆ While the Colton community is supportive of its Police Department, opportunities to increase community interaction exist. An increased effort to engage the community through Neighborhood Watch and other engagement programs should be a focus of the next Chief as well.
- ◆ The Colton community enjoys a small town feel where residents and business owners enjoy close interaction with Department staff. The Police Chief will be the role model for accessibility, empathy, and selfless service in a city whose residents are prideful and eager to maintain the safe feel of their community.
- ◆ While Colton is a safe community it is not immune to contemporary policing issues, such as domestic violence, homelessness, cybercrime, and school violence. The Police Chief will use the best practices available to ensure the Department is well prepared for issues before they take hold.
- ◆ Like virtually all police departments in the nation, recruitment and retention of officers is a key priority for the Department. Given Colton's diverse population, it is important that recruitment and succession planning efforts strive to create a police department that is reflective of the community it serves.
- ◆ Continued growth presents many opportunities for the City, but also presents the challenges of increased crime, traffic, and limits on the capacity of current facilities. Its population and diversity reinforce the Department's need to reach all aspects of the community in its communication, outreach, and programs.



THE IDEAL CANDIDATE

The City of Colton seeks a highly ethical and collaborative Police Chief with the following characteristics:

- ◆ A contemporary focus on staff wellness, as well as internal and external transparency.
- ◆ A selfless leader who is genuine, relatable, and has a global view that promotes the best interests of the City. The ideal candidate will rely on teamwork and collaboration within the Department, the community, and the broader City organization.
- ◆ The next Chief should also bring a strong commitment to mentoring and developing Department staff at all levels. Experience in succession planning will also benefit the Colton Police Department.
- ◆ A modern leader with strong communication skills is needed, yet the Chief must be compassionate, empathetic, highly collaborative, and transparent. The Chief should be proud of the CPD's work and encourage openness whenever possible, and accountability at all times.
- ◆ Confident, highly ethical, fair, and trustworthy leader within the Department and broader community.
- ◆ Experience in integrating technology enhancements and utilizing a data-driven approach to crime management are desirable attributes/experiences the next Chief should possess.
- ◆ Take a "hands-on" approach to the job and bring a strong, varied level of operational and administrative experience.
- ◆ The ideal candidate is familiar with the important administrative functions of leading an agency, such as budget, information technology, collective bargaining, and human resources.



EDUCATION AND EXPERIENCE

Typical background and experience include five (5) years of broad and extensive experience in all major phases of municipal police work including four (4) years of management/supervisory experience. A bachelor's degree in criminal justice, public administration, business administration, or a related field is required. Possession of a valid California Class "C" driver's license issued by the California State Department of Motor Vehicles and good driving record. Possession of, or ability to obtain, a valid and appropriate POST Management Certificate. Possession of, or ability to obtain, the POST Executive Certificate within two (2) years of appointment.

COMPENSATION AND BENEFITS

The annual salary is up to \$213,470, depending on qualifications. This position is at-will and will have an employment agreement providing the flexibility to tailor some benefits within the Executive Employees Resolution and including a "without cause" severance provision.

The City offers excellent benefits which includes the following:

- ◆ **Work Schedule:** 4/10 work week with Fridays off.
- ◆ **Incentive Pay:** Eligible for bilingual pay & longevity pay; education incentive: 5% for education above minimum job requirements; automobile will be provided.
- ◆ **Retirement:** CalPERS Defined Benefit Pension – Classic Safety members 3% @ 55; PEPRA members 2.7% @ 57, Classic members pay 12% contribution and new PEPRA members pay the full employee contribution, which is currently 50% of the CalPERS contribution. The City does not participate in the Social Security System; however, it does participate in Medicare and the employee portion is 1.45%.
- ◆ **Health & Welfare Benefits:** Currently employees receive a \$1,425 monthly Cafeteria health allowance for medical, dental, and vision plans for employee and dependent(s). City paid short-term and long-term disability and term life insurance coverage in the amount of \$100,000. Annual medical reimbursement up to \$1,000 per fiscal year.
- ◆ **Uniform Allowance:** The Police Chief shall receive seventy dollars (\$70) per month for uniform allowance and shall be paid at the last pay period in June. Classic Safety Members receive the monetary value of \$19.32 per pay period reportable to CalPERS; PEPRA Safety Members do not receive the monetary value.
- ◆ **Retiree Medical:** The City will contribute to retiree medical that is capped at \$500 per month.
- ◆ **Annual Leave Accrual:** 120 hours vacation accrued for 0 – 5 years of service (shall not be taken for the first 6 months of service); 96 hours of sick leave (subject to longevity rules, sick leave may be bought back annually, cashed in at retirement, or converted into PERS service credit); 80 hours of administrative leave per fiscal year (pro-rated at time of hire); 12 paid holidays; 20 floating holiday hours. Previous governmental agency time considered as basis for vacation accrual rate.

TO BE CONSIDERED

This is a confidential process and will be handled accordingly throughout the various stages of the process. Candidates should be aware that references will not be contacted until mutual interest has been established. Candidates are encouraged to apply immediately, with the recruitment closing on **Monday, January 29, 2024**. Electronic submittals are strongly preferred via email to apply@ralphandersen.com, and should include a compelling cover letter, comprehensive resume, and five professional references. Ralph Andersen & Associates will work in concert with the City to conduct the initial evaluation of submitted materials to determine the best overall match with the established criteria as outlined in this recruitment profile. Confidential inquiries are welcomed to Mr. Fred Wilson, Ralph Andersen & Associates, at (916) 630-4900.

The City of Colton, California is an equal opportunity employer.



www.coltonpd.org