



CHIEF OF  
POLICE



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



## THE COMMUNITY

The City of Newport Beach is one of Southern California's most picturesque and popular beach communities. It is located in the coastal center of Orange County, with Los Angeles County to the north and San Diego County to the south. Throughout the City, distinct residential and commercial areas can be seen that combine to make Newport Beach one of the most attractive communities on the west coast.

The City has a permanent population of over 86,000 residents. During the summer months, the City population can grow to more than 100,000 with daily visitors. In the heart of the City is Newport Bay, well known for its picturesque islands. The Bay and City's eight miles of ocean beaches offer outstanding fishing, swimming, surfing, and aquatic sports activities. Area schools, including the University of California, Irvine (just outside the City's border), are among the best in California, and there are eight other colleges within a 30-mile radius. The community is home to Crystal Cove State Park, the historic Balboa Pavilion, two ocean piers, white sandy beaches, extensive bikeways, Fashion Island/Newport Center, the Resort at Pelican Hill, along with many fine dining establishments.

## THE CITY AND THE DEPARTMENT

Newport Beach was incorporated on September 1, 1906. The City operates under a Council-Manager form of government with Council Members that are elected by district but voted on by the population as a whole to serve four-year staggered terms. The governing Council consists of the Mayor and six other members and is responsible for policymaking, passing local ordinances, adopting the budget, appointing committees, and hiring the City Manager, City Attorney, and City Clerk. Newport Beach is a full-service city, providing its residents and visitors with high quality municipal services, and a desirable place to live, work, recreate, and visit, with a focus on public safety.

Newport Beach has an operating budget for fiscal year 2024-25 of approximately \$494.8 million. The City employs 775 full-time positions and 146.5 part-time (full-time equivalent positions). Newport Beach also has a history of impressive financial strength with current General Fund contingency reserve of approximately \$66 million and currently holds an AAA implied General Obligation rating with each of three major rating agencies.

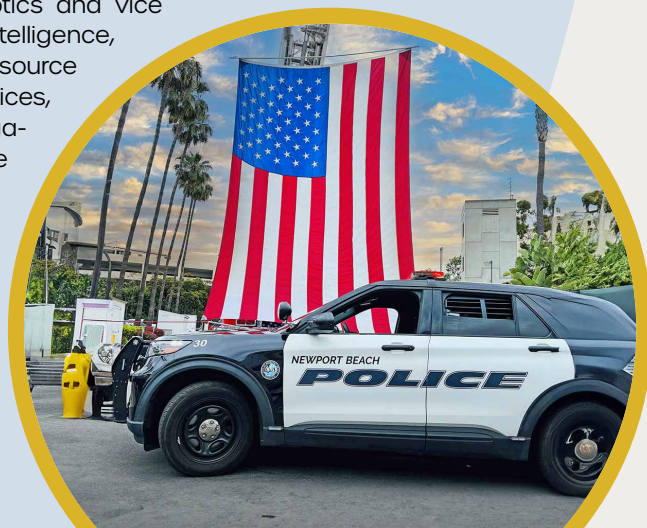
The Newport Beach Police Department is committed to providing the community with the highest quality police services possible to maintain the quality of life that is cherished by those who reside, work, and visit the City. Members of the Department include the patrol/traffic division which serves as the community's first line of defense against criminal activity; a detective division that is the investigative arm and responsible for narcotics and vice enforcement, criminal intelligence, crime analysis, school resource officers, court liaison services, and crime scene investigations; and an administrative support division that is responsible for handling over 200,000 phone calls, processing over 10,000 reports, personnel and training, IT, and fleet maintenance.



## THE POSITION

Under direction from the City Manager, the Chief of Police is responsible for administration, developing, and advancement of the City's full-service Police Department; overseeing and implementing all programs and procedures related to crime prevention, law enforcement, and related policing services. The Chief of Police serves as a member of the City Manager's Executive Management Team and is responsible for providing highly responsible and professional staff assistance to the City Manager and City Council. Duties include but are not limited to the following:

- Advancing the interests of the department and the City, planning, directing, and overseeing a variety of programs designed for the maintenance of law and order and protection of life and property within the City of Newport Beach; developing comprehensive plans to satisfy needs for departmental services to ensure the highest possible quality of life for residents and visitors.
- Ensuring the optimum and most efficient and effective use of staffing and resources, administering the overall operation of a full-service police department, including hiring, personnel administration, office operations, budgeting, and community relations; serving as a member of the City's Executive Management Team and collaborating with other departments to resolve city-wide problems.
- Demonstrating a strong working knowledge of the legal system, conferring with legal advisors and City officials regarding law enforcement issues; providing professional and technical advice and assistance to the City Manager and City Council on matters related to law enforcement services; representing the City as a witness in legal proceedings.
- Exhibiting exceptional communication skills, preparing and presenting staff reports and related materials for City Council or public response; resolving issues raised by City Council members, community groups, employee associations, and the



public; advocating the City's position in negotiations with various regulatory agencies to satisfy requirements.

- Building cohesive and collaborative departmental working relationships; planning, organizing, selecting and supervising the work of departmental staff; establishing accountability throughout the department; promoting employee development through staff training and succession planning; ensuring consistent application of City personnel policies and employee agreements.
- Demonstrating stewardship of public funds, directing the preparation and administration of the Police Department budget; participating in the forecast of revenue, expenses and additional funds needed; guiding subordinate managers in developing and administering fiscally responsible budgets; carrying out police functions in the most cost-effective ways.
- Promoting a strong community policing program, establishing and maintaining collaborative working relationships with property owners, community groups, business districts, and the public; representing the Police Department and the City at community and civic events.

## THE IDEAL CANDIDATE

The City of Newport Beach is seeking a strong, innovative, and seasoned leader with excellent interpersonal skills to serve as the next Chief of Police. The ideal candidate will possess a deep understanding of the principles and practices of modern municipal police administration, personnel management, leadership, administration, and community relations. A collaborative, trustworthy, and team-oriented candidate is desired. Successful candidates should possess knowledge of technical and operational principles, practices, and techniques of law enforcement and crime prevention as well as police requirements and limitations on police authority. A caring individual that has a proven track record of successful mentorship, outstanding character, and integrity is desired. The incoming Chief of Police will know how to foster healthy internal discussions to arrive at the best outcomes as one cohesive team. A professional who will lead by example, who is highly active in the community is essential. The incumbent will also possess the ability to promote diversity, equity and inclusion practices that will benefit the Police Department and the community.

The incoming Chief of Police will be an engaging and approachable leader who will maintain a high level of discipline and promote high morale in the Department. Building trust with the Department, City staff, and the community is extremely important for the success of the new Chief. The ideal candidate should have experience in strategic and succession planning, as well as a track record of working collaboratively with outside agencies. It is important for this person to have experience in establishing and maintaining effective relationships



with other public safety agencies, City Departments, the business community, and an active citizenry. Qualified candidates will possess a bachelor's degree from an accredited four-year college or university with major course work in criminal justice, law, management, public administration, business administration, or another related field. A master's degree or juris doctorate is highly desired. Seven (7) years of progressively responsible managerial and supervisory experience in law enforcement, including having achieved the rank of Deputy/Assistant Police Chief or equivalent. Possession of a valid California Class C driver license and possession of the Management Certificate by the California Commission on Peace Officer Standards and Training (P.O.S.T). Possession of P.O.S.T Executive Certificate and completion of Federal Bureau of Investigation's National Academy are desirable.

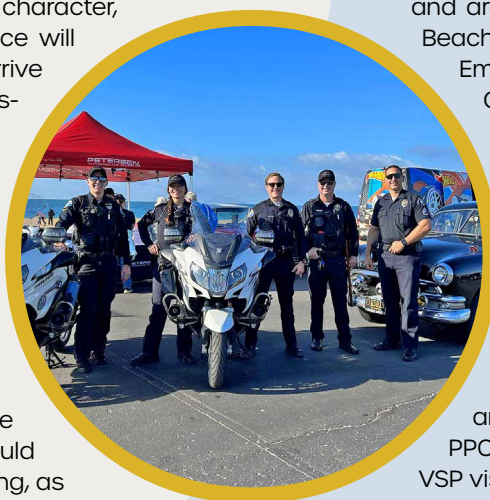
## COMPENSATION

The annual salary range for the Chief of Police is \$184,683 - \$290,837; placement within this range will be dependent on experience and qualifications. A 3% COLA is scheduled for July of 2025. The City also offers an attractive benefits package including:

**Retirement** - California Public Employee Retirement System (CalPERS) plan, which offers reciprocity between agencies. Classic tier II employees who have been in the CalPERS system and are new to the City of Newport Beach, will receive a 3% @ 55 formula.

Employees new to the City and CalPERS, and who do not belong to a reciprocal agency of CalPERS, will receive the tier III formula of 2.7% @ 57. Employees are required to contribute 13.1% of pensionable income towards their retirement benefit.

**Cafeteria Plan** - The City offers a variety of CalPERS PPO and HMO medical plans, Delta PPO and HMO dental plans and VSP vision plans. A monthly cafeteria allowance of \$1,725 is provided to purchase medical, dental and vision insurance (plus an additional \$157





monthly contribution if participating in a medical plan). If electing medical coverage and spending less than the City contribution, there shall be no cash back provided. Those wishing to opt out of medical coverage receive an opt-out allowance of \$500 per month upon submission of proof of alternate group medical insurance coverage.

**Technology Allowance** – \$80 monthly smart phone and equipment stipend.

**Flex Leave** – This is a combination of sick and vacation leave which is earned at a rate of 8.77 hours per pay period, with a maximum of 9.69 hours per pay period based on years of City service.

**Administrative Leave** – Up to 80 hours per calendar year at the discretion of City Manager.

**Holidays** – Equivalent to 12 paid holidays and one floating holiday per year.

**Automobile** – City provided vehicle.

**Employee Assistance Program** – This is a City-paid benefit which provides confidential counseling on work and life issues.

**Life Insurance** – \$50,000 in City-paid coverage. Supplemental life insurance is available at the employee's expense and payroll deductions are made on a post-tax basis. The maximum supplemental life insurance coverage is \$500,000.

**Disability Insurance** – Up to 66.67% of covered wages up to a maximum benefit of \$1,847 weekly for short-term disability after a 30-calendar day waiting period and \$15,000 monthly for long-term disability after a 180-calendar day waiting period.

**Liuna Supplemental Retirement** – Mandatory enrollment in the Laborers' International Union of North America (a tax qualified defined- benefit plan under IRC 401a). Employees are required to contribute 3.22% of salary for this benefit through a pre- tax payroll deduction.

**Retiree Medical Benefit** – Employees are required to contribute 1% of salary for this benefit through a pre-tax payroll deduction. City-paid contributions based on age and years of service occur after five years of full-time service.

**Medicare** – The City matches the employee's Medicare contribution, which is 1.45% of salary. Enrollment and deduction amounts are subject to change based on negotiated terms and additional laws.

**Flexible Spending Account** – Optional. Pre-tax for medical and dependent care.

**Section 457 Deferred Compensation Plan with Roth Option** – Optional participation. No city matching.

**Section 401 (a) Defined Contribution Plan** – An annual city contribution equal to 2% of base pay.

**Executive Physical** – Up to \$1,000 for an annual physical.

**Uniform Allowance** – The City reports to CalPERS the annual value of \$1,350 as special compensation.

## TO APPLY

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

**[www.bobmurrayassoc.com](http://www.bobmurrayassoc.com)**

**Filing Deadline:  
November 29, 2024**

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. References will be contacted only following candidate approval. Finalist interviews will be held with the City of Newport Beach. 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 Ms. Adele Frese at:

(916) 784-9080

