

Fire Chief

CITY OF BOTHELL, WASHINGTON



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COMMUNITY

Situated in the scenic Sammamish River Valley, Bothell is a thriving community located 11 miles northeast of Seattle, close to Mt. Rainier, Puget Sound, and the incomparable Olympic Peninsula. Incorporated in 1909, Bothell (pop. 44,000) has evolved from an isolated logging village to a full-service city. Straddling King and Snohomish Counties and comprising approximately 14.38 square miles, Bothell offers the best in suburban living with safe neighborhoods, award-winning schools, beautiful parks, and a welcoming hometown atmosphere. The City was named one of the top 100 cities in the nation in Livability.com's "2016 Best Places to Live, Work, and Play in America."

Bothell's proximity to two interstate highways, three major state highways, and local and regional transit has made the city increasingly desirable to homebuyers and renters, as well as to commercial development. Yet Bothell has balanced managed growth with environmental protection and neighborhood livability. Once a bedroom community, today Bothell is a regional employment and educational center.

Bothell's historic downtown and Main Street offer everything from hip coffee shops to upscale dining. The multi-million dollar downtown revitalization project is being built with retail space, offices, and five new residential neighborhoods, and is well under way. The Country Village shops feature over 45 locally-owned shops and restaurants and a seasonal Farmer's Market.

Nature enthusiasts are drawn to the surrounding verdant forests and pristine rivers. Bothell's cool summers and winters entice residents and visitors alike to enjoy a variety of outdoor activities including hiking, biking, boating, fishing, kayaking, and golfing. Bothell has over 237 acres of parks, open space, and trails, including 19 parks and three sports complexes. The Sammamish River and Burke Gilman Trails, managed by King County Natural Resources, run through Bothell along the Sammamish River.

Bothell is well known for its award-winning schools, including the Northshore School District (K-12), as well as the University of Washington Bothell and Cascadia College, which share a vibrant, common campus in the city's historic downtown. UW Bothell has been recognized nationally numerous times for its excellence, most recently in 2016 when *Money* magazine ranked the university third on its national list of "25 Great, Accessible Colleges for Aspiring Scientists and Engineers." In 2007, Cascadia College was named the second best community college in the nation by *Washington Monthly*.

Bothell is on the rise and has a great deal going on! For vibrant local government professionals, this is a

community and organization that provides an opportunity to be part of that progress and get involved in exciting, cutting edge work. For more information about Bothell, please visit www.bothellwa.gov.

THE ORGANIZATION

The City of Bothell is a code city with a Council-Manager form of government.

The City Council consists of seven members elected at large from the community. Members serve four-year terms with municipal elections held in November of odd numbered years. Every two years, the Council selects a Mayor, who serves as presiding officer during public meetings and events.

Approximately 300 employees provide a full range of municipal services. City services include: general government administration, police, fire, emergency medical services, planning and zoning, street maintenance, and parks and recreation. Bothell's proprietary operations consist of water, sewer, and storm and surface water utilities. Trash service is provided by an independent contractor, while library services are provided by the King County Library System. The approved biennial budget for 2017-2018 is \$228.8 million.

The City of Bothell Fire and EMS Department offers a wide range of public safety services, including fire suppression, emergency medical services, fire prevention and public education. With a budget of \$22.1 million for 2017-2018, the Department currently has 59 commissioned full-time employees, all unionized, and 8.25 civilian staff.

The Fire Chief is the administrator of the Bothell Fire & EMS Department, reporting directly to City Manager Jennifer Phillips. The Chief is a member of the city's Executive Leadership Team and works closely and collaboratively with

the Chief of Police and Public Works Director, a public safety team. The Response Operations Deputy Chief, Community Risk Reduction Deputy Chief/Fire Marshal, and Public Safety Administrative Coordinator all report to the Fire Chief. EMS services are provided through the renowned King County Medic One program.

The Department responds to about 6,200 calls for service each year from three fire stations. Two stations are owned by Bothell (Station 42 in downtown and Station 45 in Canyon Park). The third station (Station 44 in Queensborough) is owned by the Snohomish County Fire Protection District 10 but operated by Bothell Fire and EMS

through a long-standing partnership to provide the fire and emergency medical services to residents in District 10. Fire Station 42 is staffed with six career personnel, plus administrative and support staff. They also share quarters with a Shoreline Medic Unit, staffed with Shoreline Advanced Life Support paramedics. Stations 44 and 45 are staffed with three career personnel each.

THE POSITION

This career opportunity is available with the retirement of Fire Chief Bob Van Horne, who joined the Bothell Fire and EMS Department in 2009. The profile of the ideal candidate was developed through conversations with the City Manager and Executive Leadership Team, representatives of the City Council, and members of the Bothell Fire and EMS Department.

The ideal candidate is a strong, politically capable, and collaborative leader as well as an expert communicator, who can both maintain close team relations with the City Manager and the Executive Leadership Team, and at the same time advocate effectively for the Department and its firefighters, taking them to the next level. The next Fire Chief is a skilled strategic planner, with the vision to meet the needs of this rapidly growing community and its fast-developing downtown core. Although Bothell has an impressive City Hall and new Police Station, primary responsibility for major capital planning (major fire station upgrades, perhaps an additional fire station) will fall to the next Fire Chief. A strategic analysis of the Department is planned to identify best practices and opportunities to move the Department into the future in a meaningful way.

The ideal candidate will take the time to become familiar with the Department, its successes and challenges. The new Fire Chief will also understand recent history and its resultant, complex political landscape. In the last few years, Bothell has twice attempted to annex surrounding, contiguous geography, among other reasons, to make its fire protection services more efficient. Alternatively, Bothell has participated in efforts to establish a Regional Fire Authority with neighboring jurisdictions. Both efforts were unsuccessful. Although there are no current plans to pursue annexation or regionalization, both issues heavily influence the current climate, and the next Fire Chief will likely face either or both during her/his tenure.

The next Fire Chief will understand her/his role as a visible and accessible community leader. She/he is passionate about public safety and will have the privilege of leading a strong cadre of firefighters, dedicated to the safety of Bothell's citizens and the profession. They arguably "saved the town" in the summer of 2016, fighting the largest fire in the region, a major structure fire in the downtown core. The Fire Chief will effectively coach, mentor, and develop the staff and will serve as an example for working collaboratively with the City organization in order to best serve the community. Given upcoming anticipated retirements, the next Fire Chief will have the opportunity to select a number of key staff within the Department. Bothell's next Fire Chief has the potential to make a substantial impact on the Department for years to come.

A Bachelor's Degree (Fire Administration or related) and seven years of management-level fire department experience, or the equivalent combination of education, training, and experience, is required. In addition, the ability to maintain good working relationships with bargaining units, and experience with labor relations and/or negotiations is preferred.





THE COMPENSATION

The annual salary range is \$130,548 to \$165,984, and appointment will be made depending on the experience and qualifications of the selected candidate.

In addition, the City offers a comprehensive benefits package offered to non-represented employees, including medical, dental, vision, life, accidental death and dismemberment, and short- and long-term disability insurances. The employer pays all premiums for all of these insurances for the employee and contributes to varying degrees for premiums beyond employee-only coverage.

Employees who elect not to participate in any of the medical insurance plans offered receive a \$110/month opt-out payment (employee only) and \$220/month for spouse and dependents. Confidential counseling assessments and referral services are available through the Employee Assistance Program (EAP). Employees may create tax-free Flexible Spending Accounts (health-related expenses and/or dependent care cost) through salary reduction.

Retirement benefits for the position are through the Law Enforcement Officers and Firefighters (LEOFF 2) State Pension Plan, and the Fire Chief does not participate in Social Security. In addition, the City offers a 457(b) deferred compensation plan. Employees enjoy paid time off (vacation and sick), plus ten holidays and two floating holidays (12 total) annually. As an FLSA exempt position, the Fire Chief may accrue up to 3.34 hours of management leave per pay period. Relocation assistance subject to negotiation.

SEARCH SCHEDULE

Filing Deadline:June 2, 2017
Preliminary Interviews: June 9 - June 23, 2017
Recommendation of Candidates:June 28, 2017
Finalist Interview Process:July 25, 2017

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 send your resume and cover letter electronically to:

Peckham & McKenney

apply@peckhamandmckenney.com

Please do not hesitate to contact Bobbi Peckham toll-free at (866) 912-1919, or Andrew Gorgey directly at (970) 987-1238, if you have any questions regarding this position or the recruitment process.



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