

Ordinance 10, 2014

AN ORDINANCE OF THE CITY OF PARK HILLS, IN KENTON COUNTY, KENTUCKY, AMENDING §30.25 OF THE CITY'S MUNICIPAL CODE TO EXPAND UPON THE DUTIES AND BENEFITS OF THE OFFICE OF CHIEF OF POLICE

WHEREAS, under §30.25 of the City's Municipal Code, the City established the office of Chief of Police, pursuant to KRS 83A.080;

WHEREAS, the City desires to expand upon the duties and benefits of the office of Chief of Police;

BE IT ORDAINED BY THE CITY OF PARK HILLS, KENTUCKY:

SECTION 1

Chapter 30.25 of the City's Municipal Code is amended as follows:

§ 30.25 Chief of Police

- (A) There is hereby established the office of the Chief of Police, pursuant to KRS §83A.080, who shall take the oath of office prior to assuming his office.
- (B) The Chief of Police shall be a full-time officer.
- (C) The minimum requirements for the Chief of Police shall include the following:
 - (1) Training and Experience:
 - (a) Experience in modern police work, including supervision and responsibility.
 - (b) ~~Earned~~—an An Associate's Degree or additional higher education, supplemented by formal training in modern police administration and in scientific methods of crime prevention and detection or the equivalent combination of experience and training which provides the required knowledge, skills and abilities.

- (c) Minimum of fifteen (15) years experience as a full time police officer with experience in command/top management position.
 - (d) Certified or certifiable under the KLEFP Fund.
 - (e) Active participant and experience in and involvement with active patrol functions.
- (2) Special Knowledge, Skills, and Abilities:
- (a) Thorough knowledge of the laws, ordinances, rules, and regulations affecting the official capacity and operations of the department and the city.
 - (b) Thorough knowledge of modern police practices and techniques of crime detection, criminal identification, and radio communication.
 - (c) Thorough knowledge of the principles and practices of modern police administration.
 - (d) Thorough knowledge of printed matter and sources of information on police related matters.
 - (e) Ability to carry out special and general assignments requiring organization analysis and development of procedures and methods to maintain and approve the effectiveness and efficiency of the Police Department.
 - (f) Ability to prepare and present clear and concise reports of department activities orally and in writing.
 - (g) Ability to command others and to plan, assign, supervise, and review their work in a manner conducive to obtaining full performance and high morals.
 - (h) Ability to establish and maintain effective working relationships with employees, city officials, and the general public.

- (i) Skill in the safe and proper use of firearms and equipment used in modern police work.
 - (j) Possess equanimity and the physical strength and ability to perform the duties of the position.
- (D) The duties of Chief of Police shall include:
- (1) Having full authority and responsibility for the financial and other management, discretion, and control of the operations and administration of the Police Department.
 - (2) Planning, organizing, directing and coordinating the activities of the Police Department within the scope of accepted police techniques in guiding laws, ordinances, and other regulations effective in the city to prevent crime and protect life and property.
 - (3) Training and supervising ~~Supervising~~ all subordinate officers, as well as the administrative staff.
 - (4) Receiving general supervision from the Mayor and Council who review the department through reports, conferences, appraisals of the general effectiveness of police work in the city, and public reaction to services received.
 - (5) Presenting, before July 1 of each year, Police Department goals and objectives to Council for its consideration. This shall include providing Council with a written accounting of the status of the previous year's goals.
 - (6) Preparing the Police Department's annual proposed budget for Council's review and approval.
 - (7) Making all operational and expenditure decisions for the Police Department, upon Council's approval of the Police Department's budget.
 - (8) Making recommendations to the Mayor for decisions going to employment within the Police Department, including hiring and firing.

- (9) Controlling the use of all Police Department equipment, subject to the policies, rules, and regulations adopted by the City or determined by state statute.
- (10) Meeting with the Mayor as often as necessary, but not less than quarterly, to review the Police Chief's performance as Chief of Police and to discuss issues, concerns, problems, and general progress within the Department.
- (11) Attending all regularly scheduled monthly Council meetings, and presenting a written report describing activities, events, projects, and concerns of the Police Department.
- (12) Before taking any leave, designating the Lieutenant or a replacement to be the "Officer in Charge of the Police Department."

(E) Extent of Services:

- (1) The Chief of Police shall not engage in any outside part-time employment unless he obtains prior written approval from the Mayor. The Mayor shall not unreasonably withhold such approval if, in his sole judgment, he determines such outside employment will not impair the Chief of Police's ability to fulfill his responsibilities as Chief, and no real or apparent conflict of interest or adverse public perception will arise from the Chief of Police engaging in the proposed part-time outside employment.
- (2) The position of Chief of Police is exempt from the overtime provisions of the applicable federal and state law, and the Chief of Police is therefore not eligible for overtime pay or compensatory time for hours worked in excess of the Department's standard work week.