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PECKHAM
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EXECUTIVE SEARCH

Police Chief
CITY OF LOS ALTOS, CALIFORNIA

THE COMMUNITY

Los Altos is a diverse and highly educated community. Residents have a long tradition of volunteerism, with many actively involved in City government and other community service organizations. The seven square miles of tree-lined streets and a small-village atmosphere characterize Los Altos, located in the heart of Silicon Valley. Just 37 miles south of San Francisco and 17 miles north of San Jose, Los Altos is a residential community that blends a distinctive community-oriented character with the proximity and influence of the Bay Area's cultural, recreational, and business attractions. Many Silicon Valley executives, managers, and engineers choose to live in this city of over 31,000 because of its attractive climate, lovely neighborhoods, and charming downtown. Los Altos has been identified as a top Bay Area locale for families with children. Los Altos also has several highly ranked schools that serve K-12 students, including schools recognized as California Distinguished Schools and National Blue-Ribbon Schools. Foothill College as well as Stanford, Santa Clara, and



San Jose State Universities are within proximity to Los Altos. Los Altos provides walkable neighborhoods, parks, and open space as well as seven neighborhood commercial areas that provide services to the community. With its picturesque neighborhoods, downtown village, and highly rated public and private schools, Los Altos is one of the premier residential communities on the San Francisco Peninsula and prides itself as an exceptional place to live, work, and raise a family.

THE ORGANIZATION

The City of Los Altos was incorporated as a General Law city in 1952. The City has a Council-Manager form of government. Five elected Council members serve four-year terms. The

Council appointed City Manager is responsible for financial and operational management of the City's 150 employees. The mission of the City Council, staff, commissions, committees, and volunteers is to foster and maintain the City of Los Altos as a great place to live and to raise a family.

Departments include City Manager, Administrative Services, Police, Community Development, Public Works, Recreation and Community Services and City Services. Fire services are provided by the Santa Clara County Fire Department. The FY 2023 Operating Budget for the City of Los Altos is \$65.04 million.

THE DEPARTMENT

The Los Altos Police Department is a full-service law enforcement agency composed of 32 sworn peace officers, and 15 professional civilian staff. The Department is led by the Police Chief who is supported by two Police Captains. The 2023 adopted budget is \$14.1 million, which includes funds for Emergency Preparedness, with most allocated for Salaries and Benefits.

It is the mission of the Los Altos Police Department to provide high quality service, maintain high ethical standards, recognize employees as our most valuable asset, develop team unity and promote positive community interaction, and meet the challenge of the future.

The Police Department is a vibrant, progressive and professional organization dedicated to fostering and maintaining community partnerships. These partnerships promote an enhanced quality of life for the community and ensure that the City of Los Altos remains a great place to live and raise a family. The Department is proud of the outstanding partnerships they enjoy with their community and



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are dedicated to working together to identify and resolve issues that impact the quality of life in Los Altos. Promoting positive interactions and building and maintain strong community partnerships are paramount. The Department is committed to the community's public safety priorities - Child and School Safety, Traffic Safety,



Safe and Secure Neighborhoods, Safe Shopping Districts, and Emergency Preparedness.

The core services provided by the Department are response to emergency and non-emergency calls for service; proactive identification of criminal activity, traffic safety, investigation of crime and prosecution of criminals, 9-1-1 call taking and emergency dispatch services, training of personnel, crime prevention and community outreach, code enforcement, maintenance of records, property and evidence control and emergency preparedness.

THE POSITION

The City of Los Altos is seeking an experienced leader who will continue the community focused service delivery provided by the Department's talented staff. The new Police Chief will lead a department that is well thought of in

its community, is solutions based, and is willing to be innovative when facing new challenges. The new Police Chief will recognize the shared responsibility and connection between themselves, the department, and the community. The Chief reports directly to the City Manager. They are responsible for overseeing the daily operations of the Department as well as being forward thinking and in tune with the ever-changing landscape of modern policing.

THE IDEAL CANDIDATE

The ideal candidate must be a strong relationship builder, inspirational, and engaged both inside and outside the Department. They must be approachable, visible in the community, and are expected to be a strong member of the City's executive leadership team. They must recognize that a customer service orientation is a priority.

They must foster an environment that embraces diversity, integrity, trust, and respect. The Chief must have a strong background and interest in organizational development, mentorship, and succession planning. A hands-on leadership style will be welcomed.

The Chief must have a reformer mindset and ability in order to continue the important work recently accomplished. They must understand the unique needs of employees in a small organization and put systems in place to allow them to be successful and fulfilled in their roles. They must also facilitate the professional development of staff.

Department members, City staff, and members of the community expect

the Chief to be personable, caring, fair, genuine, relaxed, empathetic, and accessible. The Chief must be politically savvy, yet apolitical and will have excellent interpersonal and communication skills.



EXPERIENCE AND TRAINING GUIDELINES

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

EXPERIENCE: Eight (8) year of increasingly responsible law enforcement management experience including three (3) years at the rank of Captain.

TRAINING: Equivalent to a bachelor's degree from an accredited college or university with major coursework in police science, administration of justice, criminology, sociology, public administration, or a related field.

The new Chief will be required to successfully pass a qualifying medical and psychological screening consistent with California POST regulations.

LICENSE OR CERTIFICATE: Possession of a valid California driver's license. Possession of Advanced and Management Certificates issued by the California State Commission on Peace Officer Standards and Training.

THE COMPENSATION

The annual salary range for this opportunity is from \$208,341 to \$253,239 and appointment will be made depending on the qualifications and experience of the selected candidate. The City also offers an attractive benefits package including:

RETIREMENT: CalPERS retirement plan for Classic members (hired by City on/after 10/2/2011) is 3% @55 with employee paying a contribution of 9%. PEPRAs employees have a plan of 2.7% @ 57 with employee paying 13.75% of the retirement contribution. Benefits are based on the highest three years of compensation. The City does not participate in Social Security.

MEDICAL PLANS: Most HMO or PPO family plans through CalPERS Medical are 100% covered by the City. Employees who waive coverage may receive stipend of \$350 per month.

DENTAL/VISION: City offers a dental and vision reimbursement plan up to \$2,119 annually for employee and \$1,330 annually for each dependent.

LONG-TERM DISABILITY: City paid LTD coverage at 66.67% up to \$10,000 per month.

LIFE INSURANCE: City paid life insurance of 1 1/2 times basic annual earnings up to a maximum of \$150,000. Optional life insurance available at employee's expense.



SEARCH SCHEDULE

Filing Deadline	April 1, 2024
Preliminary Interviews with Recruiter	April 2-9, 2024
Recommendation of Candidates	April 10, 2024
Panel Interviews.....	April 16, 2024
Finalist(s) Interviews with City Manager	April 17, 2024

These dates have been confirmed, and it is recommended that you plan your calendar accordingly.

FLEXIBLE SPENDING PLAN:

Dependent care and health care reimbursement plan available.

457 AND 401(A) RETIREMENT

PLAN: The City will contribute an amount equal to 2.50% of regular base monthly salary to an offered defined contribution plan.

HOLIDAYS: 14 observed holidays, plus city paid holiday closure.

VACATION LEAVE: Management new hires may combine previous years of experience from other public agencies to receive increased accrual rate.

SICK LEAVE: 96 hours accrued annually.

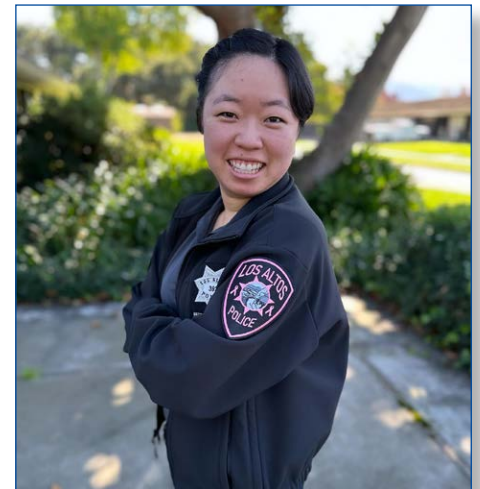
MANAGEMENT LEAVE: Allowance of 80 hours each fiscal year may be taken as time off or paid in cash for any portion of this leave remaining as of June 30 every year.

QUALITY OF LIFE BENEFITS:

\$2,600 annually. This benefit is offered by the City for purchase to help with your physical, mental, and financial well-being.

FLEXIBLE WORK: Although the City provides most services in person, we value work schedule flexibility and remote work. 4/10 and 9/80 alternate work schedules offered.

For a complete description of benefits, please visit: [Summary of Benefits](#)



THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please submit your cover letter and resume (including month/year of employment) via our website:

Peckham & McKenney
www.peckhamandmckenney.com

Please do not hesitate to contact Diana Bishop at 408-800-7653 for questions regarding this position or the recruitment process.



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