

# CHIEF OF POLICE



SAN BRUNO  
— California —





## THE COMMUNITY

Located in San Mateo County, the City of San Bruno (pop. 45,000) is known as the “City with a Heart.” The community takes pride in its diversity. It is conveniently located just 12 miles south of San Francisco and is bordered by the cities of South San Francisco, Millbrae, Pacifica, and the San Francisco International Airport.

The community offers a small-town atmosphere within a large metropolitan setting. A variety of housing opportunities, an excellent school system, access to a robust transportation system, and proximity to cultural and sporting institutions are among the amenities that make San Bruno a desirable place to live and work. The Police Department and the community have maintained a long-established mutually supportive relationship partnering together for public safety and security.

Community and economic development are the key to San Bruno’s future. The City has approved a number of private development projects, including residential, commercial, and mixed-use projects. Growth is focused around the City’s two transit stations, downtown, the El Camino Real corridor, and the Bayhill Specific Plan area. Future development will promote multimodal connectivity, given the City’s location within robust transit service systems and major freeways. The Bayhill Specific Plan area encompasses YouTube and Walmart eCommerce corporate offices, San Bruno’s largest employers. Currently, approximately 727,000 square feet of new office space is under construction by YouTube. The City also envisions a revitalized and ambitious Tanforan Mall as a modern, mixed-use development that includes office, hotel, retail, entertainment, and housing. The Police Chief will play an active role in ensuring the safety and security aspects are embedded in the City’s development plans as the city grows.

Last summer, the City unveiled a new \$64 million Recreation and Aquatics Center, a state-of-the-art 48,000 square foot facility that features a full-size indoor gymnasium, fitness center, indoor running track, indoor and outdoor swimming pools, meeting rooms, catering kitchen, and a large community hall. As evidence of further support for revitalization and community investment, San Bruno voters approved the issuance of \$102 million in General Obligation bonds in November 2024, which will largely help the City address infrastructure and facility repair, modernization and replacement needs.

## CITY GOVERNMENT

San Bruno is a full-service municipality including police and fire. In addition, the City operates a water supply system and wastewater system. The Operating and Capital Budget for FY2024-25 is \$292 million (\$68 million General Fund). The City is supported by 281 FTEs with six organized employee bargaining units, five being represented by Teamsters Union. Along with the City Manager’s Office, San Bruno has seven departments including: City Attorney, City Clerk, Administrative Services, Community Development, Community Services, Fire, Police and Public Works.

San Bruno is a General Law City governed by a five-member City Council, operating under a Council-Manager form of government. The Mayor is directly elected to a two-year term. Four council members are elected by district for four-year terms. The City also has several Advisory Commissions, Boards, and Committees whose volunteer members are San Bruno residents appointed by the City Council. These members also serve four-year terms that expire in October of every even year. The organization and community benefit from stable leadership and mutually respectful relationships between professional staff and policymakers. In fact, each incumbent running was re-elected to their seats in the November elections.

During this exciting time in the City’s history, San Bruno is fortunate to be led by an experienced City Manager. The City Council appointed Alex McIntyre to serve as Interim City Manager in March 2023 and subsequently named the permanent manager in June. He brings a wealth of executive level experience to San Bruno, having previously served as City Manager in Ventura, Menlo Park, Lake Oswego, OR, Tiburon, and Portola Valley. Alex earned his bachelor’s degree in political science

from UC Irvine and holds an MPA from the University of Southern California.

**The City Manager is highly focused on investing in, building and strengthening the Executive Team.** To that end, San Bruno executives must see the Executive Team as the core team they serve. They call this “Team #1”. Team members are encouraged to think like city managers, working for the entire city, not just the Department they lead. This orientation is meant to create a cohesive team that builds trust, engages in healthy conflict, and moves forward in commitment to decisions. Further, these leaders work to grow their division managers to lead and think like directors. Being a member of San Bruno’s Executive Team is a commitment to Team #1 and its mission.

### Executive Team Mission

We exist to foster an environment where people can thrive.

Members of the San Bruno Executive Team put the organization’s mission first and have public service hardwired into their DNA. They also share the following traits:

- Are subject matter experts in their fields and lead those who work for and with them.
- Embrace accountability combined with a sense of shared responsibility.
- Encourage adaptation, healthy conflict, and accountability.
- Demonstrate wisdom and exercise sound judgment.
- Inspire others to achieve their maximum potential.
- Have a high degree of self-esteem combined with keen self-awareness.
- Display emotional intelligence coupled with a sense of loyalty.
- Have a sense of humor and can laugh at themselves.
- Are open to constructive feedback from coworkers and the community.
- Risk takers who are naturally curious.
- Have grit – the ability to push through adversity.
- Demonstrated adaptability.



## SAN BRUNO POLICE DEPARTMENT

The San Bruno Police Department (SBPD) is a full-service policing agency with 50 sworn officers and approximately 20 professional staff. SBPD is supported by a FY2024-25 budget of \$24 million. The Department provides a wide range of law enforcement services to the community and responds to over 32,000 calls for service each year. The Department is organized across two primary divisions – Administrative Services and Field Services. Each division is overseen by a Lieutenant. The command staff also includes two Captains who report directly to the Chief of Police.

Members of the San Bruno Police Department are dedicated to providing the highest possible level of service to their residents, business owners, and visitors. As the centerpiece of its employee-centric culture of care, the Department's commitment to progressive health and wellness translates to quality services to the community. The Department is an active participant in multiple regional task forces and innovative projects, including a mental health clinician and a homeless outreach team as co-responders.



## THE IDEAL CANDIDATE

The ideal candidate will be an inspiring and resilient leader energized by the opportunity to serve a close-knit community and department in a dynamic urban setting. To be successful in San Bruno, the new Chief must be a collaborative partner who is highly integrated with the City's Executive Team and works well with their colleagues to address organizational goals and objectives in alignment with the City Council's vision. Additionally, the Chief must be a good team player in the very close and supportive County criminal justice community.

Competitive candidates will be excellent strategic thinkers with impressive high-level problem-solving abilities. With an eye on the future, they will have the capacity to creatively think and plan long-term to ensure their organization is well-positioned for current as well as emerging service demands.

As a contemporary leader, they will have a relentless focus on a culture that prioritizes purpose, the health and well-being of team members, and excellence in service delivery. Given the department's size, the new Chief will be expected to be highly engaged with employees, modeling the importance of inclusivity and accountability. The ideal candidate will have the proven ability to create a culture where people of all ranks and roles feel safe to speak up, offer ideas, take the initiative, and learn from their mistakes.

Viewed as a role model in the profession, they will enthusiastically embrace individual mentoring opportunities and establish ongoing mentoring as an important cultural value for the department. Displaying a commitment to the continuous growth and professional development of their team, they will promote the importance of skill and knowledge enhancement and empower others to solve problems at the lowest level. The ability to establish and maintain

productive and positive relationships with labor groups as well as external agencies will also be necessary for maximum effectiveness in the role.

The ideal candidate will exhibit superior interpersonal skills and will be an effective communicator displaying confidence and ease with a wide variety of audiences and settings. Extensive experience engaging effectively with diverse communities is required. Given the extensive corporate presence in San Bruno, previous experience interacting with the business community and corporate leaders will be considered favorably.

Familiarity with current California law and promising industry practices will be expected. Seven (7) years of experience in police work, three (3) of which must have been equivalent to the rank of lieutenant or higher, and a bachelor's degree in a relevant discipline are required. California experience preferred. The job also requires possession or the ability to possess a California POST Management Certificate. A master's degree and/or formal leadership training are desirable.

At the beginning of the recruitment process, the recruiter surveyed stakeholder groups regarding the qualities they would like to see in the new Police Chief. The results of the survey indicated respondents would like to attract candidates who exhibit the following strengths:

- A progressive, influential, and a forward-thinking leadership style;
- Excellent communication skills;
- An effective decision maker;
- Experience with community-based policing;
- Willing to meet community members informally on a regular basis;
- Empathetic to neighborhood issues and the ability to work with the community to solve problems;
- Experience compassionately working with community groups to assist the unhoused;
- Supportive of officer wellness and professional development programs;
- Willing to work with other agencies/police departments to address regional issues and problems;
- Ability to interpret and present complex data and sound recommendations to the City Manager, City Council, and community, in ways that are understandable and support well-informed decision making.



## Application & Selection Process

The closing date for this recruitment is midnight, **Sunday, March 16, 2025**. To be considered for this opportunity, upload a compelling cover letter, resume, and list of six professional references using the "Apply Now" feature at [www.tbcrecruiting.com](http://www.tbcrecruiting.com). This is a confidential process and will be handled accordingly throughout the various stages of the process.

## COMPENSATION & BENEFITS

The salary range for this position is \$228,675 - \$280,633. Placement within the range will depend upon qualifications and experience. In addition to salary, San Bruno offers a competitive benefits package that includes, but is not limited to:

**PERS Retirement:** Classic members: 3% at 50 with an 9% employee contribution. New members: 2.7% at 57 with a 13.75% employee contribution. Employer and employee contribute toward Medicare; however, the City does not participate in Social Security.

**Health, Vision, and Dental Insurance:** The City covers majority of the costs for health, vision, and dental coverage for employees and dependents. Employee cost varies by plan selected and enrollment type as follows:

- \$10/\$20 Prescription Co-Pay Plan:  
Employee only: \$351.00/month or  
Employee + Family: \$380.88/month.
- 100% Prescription Coverage Plan:  
Employee only: \$395.00/month or  
Employee + Family: \$424.88/month.
- Opt Out Benefit: \$465.15/month.

**Life Insurance and AD&D:** City-paid benefit of one-time annual earnings.

**Long-Term Disability:** City-paid benefit of 66.67% of earnings.

**Vacation Leave:** Accrual of 10-23 days per year with annual buyout of up to 160 hours. The City Manager may consider prior service in setting accrual rates.

**Management Leave:** 100 hours per fiscal year with annual buyout option.

**Paid Holidays:** 14.5 days per year.

**Sick Leave:** Accrual at the rate of 12 days per year. Sick leave payout is available, and amount varies with years of service.

**Deferred Compensation:** City matches up to 1% of employee's annual salary.

**Personal and Professional Spending Account:** Reimbursement up to \$2,000 per fiscal year.

**Vehicle:** City public safety vehicle provided.

**Bilingual Incentive Pay:** \$140 per month.

**Employee Home Loan Assistance Program:** Lower of up to \$140,000 or 20% of home's purchase price, whichever is lower.

**Other Benefits:** Tuition Reimbursement (100% up to San Francisco State University part-time tuition rate), Medical and Dependent Day Care Flexible Spending Accounts, Employee Assistance Program, and free membership to the City's new Recreation and Aquatic Center.

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Following the closing date, applicants with the most relevant qualifications will be granted preliminary interviews by the consultants. Candidates deemed to be the best qualified will be expected to participate in selection activities in April. The City anticipates making an appointment shortly, thereafter, following the completion of negotiations and California POST compliant background and reference checks. Please note that references will not be contacted until mutual interest has been established.

