



July 5, 2026

Mayor Terrie Barr
Vice Mayor Alex Enriquez
Council Member John McDermott
Council Member J.C. Tolle
Council Member Wade Elliott
City of Orland
815 Fourth Street
Orland, CA 95963

Via PDF/Email To: jmeza@cityoforland.com

Honorable Mayor & City Council Members,

Thank you for considering Peckham & McKenney for the City of Orland's City Manager recruitment. Peckham & McKenney would be honored to work with the City on this critical recruitment. We look forward to the opportunity to specifically *find* exceptionally skilled and experienced candidates that will work effectively with you, serve City residents and the community, and work successfully with the staff team.

Peckham & McKenney is a well-established and experienced, honest and communicative, hardworking, and service oriented firm. We are known for achieving successful and long-term placements. As a firm that only conducts recruitments for cities, counties, and special districts – and primarily in California, some of our distinguishing attributes include:

- We actively and personally search for, find, and pursue candidates throughout California and the nation. We don't act as a supermarket and wait for (or expect) prospective applicants to simply find a position on our website, in an ad, or from social media. Through an extensive personal and corporate network, and with a keen understanding of what our client is looking for, we market your opportunity and use the telephone and LinkedIn along with text, email, and social media to find candidates.
- We limit the number of concurrent searches to directly focus on serving our client.
- We prioritize a respectful, thorough, responsive, communicative, and complete process to represent our client in the best light, keep everyone informed, and make the recruitment

process a positive experience. Furthermore, we communicate with applicants and treat them with respect.

- Your Recruiter is personally, solely, and directly responsible for all aspects of the search; your Recruiter is also your one point of contact. In other words, your Recruiter who knows about the Agency and the responsibilities of the vacant position handles all components of the recruitment (for example, preparing the Candidate Profile, conducting outreach, reviewing applicants, presenting applicants, facilitating interviews, and conducting reference checks).

The Peckham & McKenney team is made up of retired municipal managers and directors who are passionate about the public sector. As a Recruiter with Peckham & McKenney, I am proud to work with our team because we value and prioritize assisting public agencies in furtherance of good government; placing quality above quantity; and building long lasting relationships with those in the public service.

For this recruitment, I will serve as your Recruiter. In addition to serving as a City Manager, I am a former Human Resources Director, and I have a great deal of experience conducting recruitment and selection processes. As you'll see on page three of the proposal, I have extensive experience working with elected and appointed bodies and recruiting for executive level positions. Having worked closely with public agencies throughout the State, I am additionally knowledgeable of and connected to potential candidates.

Attached is a detailed proposal for conducting search processes for the City that includes information about our firm, process, timeline, resources, references, experience, and fee. We charge a fixed, all-inclusive fee and the fee for the City's search would be \$30,000, which I would be pleased to discuss.

I would also be pleased to take part in a Zoom interview to personally present and discuss our proposal. Upon being selected to conduct a search, we would also be prepared to start right away.

I am excited for the opportunity to implement the process leading to the successful placement of a candidate that "fits" your interests and the organization. Please feel free to call me at (831) 998-3194 if there are any questions.

Sincerely,

Roberta Greathouse

Roberta Greathouse

Executive Recruiter

Roberta@peckhamandmckenney.com

Enclosures:

- ✓ City of Orland Search Proposal
- ✓ Sample Candidate Profile

Peckham & McKenney
"All about fit"

RECRUITMENT PROPOSAL

For
City of Orland
City Manager

July 5, 2026



Peckham & McKenney EXECUTIVE SEARCH

Serving local governments (cities, counties, districts) by conducting recruitments and placing management and executive leaders that fit the personnel needs and interests of agencies.

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Why Choose Us?

Peckham & McKenney focuses on quality searches and placements (over quantity) in recognition that each placement is “All about fit”. Serving local government since 2004, we are one of the most trusted and respected executive recruitment firms in the country. We have successfully placed hundreds of local government professionals including City Managers, County Executive Officers, General Managers, Police and Fire Chiefs, Department Heads, Assistant Managers, and mid-level Managers. Time and again, we receive unsolicited compliments from clients and candidates in reference to our integrity and high ethics, commitment, follow-through, communication, and service. We take pride in treating both our clients and candidates with utmost respect.



Our Commitment To You

Peckham & McKenney, by maintaining the quality, style, values and culture established by Bobbi Peckham and Phil McKenney, performs on the premise that an executive search firm must be dedicated to providing its clients and candidates with professional and responsive service, and a personal, hands-on approach. Our business philosophy is founded on the understanding that we are in a “people” related industry and that attention to others’ needs is the key to providing effective customer service.

We believe in honesty. No client should ever appoint an individual without being fully knowledgeable of the candidate’s complete background and history. Additionally, no candidate should ever enter into a new career opportunity without full disclosure of any organizational “issues.”

We keep everyone involved in the recruitment process informed. Not only do we provide regular updates to our clients, we also have a reputation for keeping our candidates up to date.

We do not recruit staff from our client agencies for another recruitment during an active engagement nor do we “parallel process” a candidate, thereby pitting one client against another for the same candidate.

We do not recruit our placements – ever. Should a placement of ours have an interest in a position for which we are recruiting, they may choose to apply. If they become a finalist, we ask that they speak to their supervisor to alert them of their intent.

We are retained only by client agencies and only serve cities, counties and special districts. We are not retained by applicants or non-governmental agencies.

We do not over commit ourselves to too many searches. Your recruiter maintains a small, limited number of concurrent searches at all times to focus specifically and diligently on recruiting qualified candidates for your vacancy.

We commit to diversity in its broadest possible definition in every aspect of each executive recruitment



EXPERIENCE

With our recruitment team that solely consists of retired City Managers, Assistant City Managers, Police Chiefs and Department Heads, and our expert support team, Peckham & McKenney brings more experience and knowledge of local government and executive search than any other California recruiter. Roberta's experience conducting recruitments for positions reporting to an elected and/or appointed body include:

Merced County, CA	Chief Executive Officer
Sunnyvale, CA	City Attorney
Brentwood, CA	City Attorney
Brentwood, CA	City Manager
King City, CA	City Manager
Los Osos CSD, CA	General Manager
Manteca, CA	City Manager
Morro Bay, CA	City Manager
Pittsburg, CA	City Manager
Saratoga, CA	City Manager
Sunnyvale, CA	City Manager
North Sonoma Coast Fire Protection District, CA	District Administrator
West Valley Sanitation District, CA	District Manager & Engineer
San Luis Obispo/IWM Authority, CA	Executive Director
Fox Canyon Groundwater District, CA	Executive Officer
Mammoth Lakes, CA	Town Manager

Some of the firm's other recent relevant recruitments include:

Anderson, CA	City Manager
Angels Camp, CA (City of Angels)	City Administrator
Banning, CA	City Manager
Corning, CA	City Manager
Hollister, CA	City Manager
Ione, CA	City Manager
Los Gatos, CA	Town Manager
Malibu, CA	City Manager
Marina, CA	City Attorney
McCall, ID	City Manager
Milpitas, CA	City Manager
Napa County, CA	County Executive Officer
Ouray, CO	County Manager
Pleasant Hill, CA	City Manager
Portola Valley, CA	Town Manager
Redding, CA	City Attorney
Redding, CA	City Manager
San Luis Obispo, CA	City Manager
San Pablo, CA	City Attorney

Santa Barbara County, CA
Santa Barbara, CA
Santa Barbara, CA
Santa Maria, CA
Santee, CA
Solano County, CA
Sonoma County, CA
South San Francisco, CA
Stockton, CA
Tracy, CA
Weed, CA
Yreka, CA

Chief Executive Officer
City Administrator
City Attorney
City Manager
City Manager
County Administrator
County Executive
City Manager
City Manager
City Attorney
City Manager
City Manager

Please don't hesitate to contact these agencies as well as our large list of current and former clients on our website ([here](#)); they will attest to our quality of service, on-going communication throughout the process, personal and direct outreach and sourcing of candidates, quality applicant pool, written materials and interview facilitation.

As an ambassador of our clients, Peckham & McKenney is also known for maintaining ongoing communications with our applicants throughout the search process, treating every applicant with respect, and appropriately informing candidates to support their best effort. The many compliments we have received from applicants fairly illustrate this reputation.

Comfortable and Professional Experience

"I'd like to thank you again for your support and guidance throughout the recruitment and selection process. It was a comfortable and professional experience, and I attribute a great deal of that to you. It's my hope that our professional paths may cross again in the future." **Candidate**

Straightforward, Friendly, and Humane Recruitment Process

"I wanted to let you know what a terrific job I thought you and Peckham & McKenney did on the recruitment. It was absolutely the most straightforward, friendly, and humane recruitment process I've ever participated in. And I would feel the same way even if the outcome was not successful for me."

Candidate

Proactive and Responsive

Diana worked with the City to fill the Chief of Police position early in 2023. Diana is clearly well respected in the LEO community and has a vast network which led to a competitive pool of candidates for the City to select from. Diana was proactive from our very first meeting and always very responsive. The City team valued Diana's integrity, opinion and sense of humor. She was a pleasure to work with and I wouldn't hesitate to hire her for any executive recruitment critical to your organization. **Client**

You Made Me Feel So Comfortable

"This is my first time working with a recruiting company, and I'm so happy for having the opportunity to work with your company, wow! I truly enjoyed the process! Your interview skills are amazing! You made me feel so comfortable and I felt like I was just talking shop with a longtime friend. Thanks for the personal touch that you include in your job, I believe that this is what makes your firm so desirable and successful." **Candidate**

Testimonials from clients and candidates are at
<https://www.peckhamandmckenney.com/testimonials>.

Please feel free to contact any of our current or past clients to inquire about their experience with Peckham & McKenney. Any client contact and phone numbers not listed in this proposal can be provided. A few references are as follows:

- **City of Morro Bay: City Manager & Public Works Director**
Carla Wixom, Mayor cwixom@morrobayca.gov
John Craig, City Manager, (805) 772-6206, jcraig@morrobayca.gov
- **City of Brentwood: City Manager, Assistant City Manager, City Attorney**
Susannah Meyer, Mayor, (925) 516-5440, smeyer@brentwoodca.gov
- **City of Saratoga: City Manager**
Mayor Chuck Page, (408) 839-9555, cpage@saratoga.ca.us
Monica LaBossiere, HR Manager, (408) 868-1252, mlabossiere@saratoga.ca.us

YOUR RECRUITMENT TEAM

Our Approach

With every Peckham & McKenney recruitment, your Recruiter has the entire Peckham & McKenney team of Recruiters and administrative personnel for backup, support, collaboration, and sourcing. However, when you retain Peckham & McKenney, your Recruiter serves as your single point of contact throughout the entire search process and is fully responsible for its success. Moreover, to fully focus on your search and finding applicants that fit with the ideal candidate you are seeking, your Recruiter also maintains no more than six active searches.



Peckham & McKenney Team

The Executive Recruiter for you in this search is Roberta Greathouse.

Roberta Greathouse, Executive Recruiter

Roberta enjoyed a 34-year career in the public sector, retiring from the City of Seaside, California as the Human Resources Director and Risk Manager, where she also served as the City's Acting City Manager for almost one year. Prior to joining Seaside's team, Roberta served the City of Monterey for 18 years in a variety of departments and roles. Roberta is experienced in every aspect of human resources including labor and employee relations, recruitment, selection, classification and compensation, employee benefits, workers' compensation, and employee development. She has a Bachelor's degree from Colorado State University, is a Senior Certified Human Resources Professional (PSHRA-SCP), and a certified Risk Management Practitioner (RMP). She was nominated for the California Joint Powers Insurance Authority's coveted Capstone Award in 2016 for her leadership in Risk Management.



Roberta is supported by the following [team](#).

Joyce Johnson, Operations Manager

Joyce Johnson joined Peckham & McKenney in 2005 and serves as the firm's Operations Manager. She has over 30 years' experience in the field of administrative and executive support for all aspects of the executive recruitment process. She oversees internal administration of the firm as well as directing contract administrative support in the areas of advertising and design, web posting, and duplication and mailing services. Prior to joining Peckham & McKenney, Ms. Johnson oversaw internal administration in the Western Region headquarters of two national management consulting and executive recruitment firms. Ms. Johnson is complimented regularly on her strong customer orientation working with both clients and candidates alike. Ms. Johnson holds an Associate of Arts degree from American River College.

Tayler Bergstrom, Research Assistant

Tayler Bergstrom joined Peckham & McKenney in 2022 and currently serves as a Research Associate. Tayler is currently pursuing a PhD at UCLA where she worked previously as a lab manager overseeing various research projects. Prior to that, Tayler graduated from UC San Diego with a Bachelor of Science degree in Psychology.

Linda Pucilowski, Graphic Designer

With over 30 years of experience, Linda Pucilowski provides her expert design and marketing skills to Peckham & McKenney. She is the firm's "go-to" professional for all advertising and brochure design and creation. Ms. Pucilowski holds a Bachelor's degree from California State University, Sacramento.

Rachel Moran, Website & Social Media Assistant

Rachel Moran has been in the graphic design field since 2007 and prides herself on creating eye-catching visual art. She supports the Peckham & McKenney team by handling all website visual and technical design as well as social media. Ms. Moran graduated from the Art Institute of Houston obtaining her Bachelor's Degree in Fine Arts with a concentration in Graphic Design.

SCOPE OF SERVICES & SEARCH SCHEDULE

In today's competitive recruiting environment, our goal is to make the process as efficient and effective as possible. This scope of work reflects a 13-week recruitment process but can be tailored to achieve the desires of the City.

Activity	Time Frame
Project Organization ✓ Conference call to discuss Search Timeline, Process and Logistics	
Development of Candidate Profile ✓ In Person Meeting w/Client to discuss Candidate Profile ✓ Listen to Specific Expectations of Position ✓ Learn Background and Experiences desired in Ideal Candidate ✓ Develop Marketing Brochure and Obtain Client Approval ✓ Develop Advertising and Recruiting Plan	Two Weeks
Recruitment ✓ Recruiter focuses on Direct & Personal Outreach with Quality Potential Candidates ✓ Advertise, Network, and Electronically Post/Distribute Candidate Profile Up to 500 Identified Industry Professionals ✓ Post Opportunity on Firm's Website ✓ Respond to all inquiries and acknowledge all Resumes received within 48 hours ✓ Client will be Updated on Outreach Status and Progress	Four – Six Weeks
Preliminary Interviews ✓ Recruiter Screens Resumes and Conducts Preliminary Internet Research on Candidates for any Areas of Concern ✓ Identify Leading Candidates and Request Supplemental Questionnaires ✓ Conduct Preliminary Phone Interviews with Leading Candidates	Two Weeks
Recommendation of Candidates/Selection of Finalist(s) ✓ Provide Client with Recommended Candidates Packet ✓ In Person Meeting to Provide Overview of Recommended Candidates ✓ Client Selects Finalist Candidate(s) for Finalist Interview Process ✓ Recruiter Notifies all Candidates of Status in Recruitment Process	One Week
Finalist Interview Process ✓ Facilitate Panel Interviews for Client – In Person Meeting (two days) ✓ Recruiter will Provide Orientation Session prior to Interviews and Debrief Session after the Interviews ✓ Assist Client throughout Process and Provide Recommendations ✓ Client Selects Candidate or Leading 2-3 Candidates for Further Consideration ✓ Client Conducts Second Interview Process	One Week
Qualification ✓ Conduct Background and Reference Checks on Selected Candidate (non-public safety only) ✓ Provide Employment Agreement Negotiation Assistance, if desired by Client	One - Two Weeks

At the conclusion of the process, we kindly request that any written public announcement/press release of the appointment attribute the recruitment to Peckham & McKenney Executive Search.

COST OF SERVICES

The proposed fee to conduct the search process will be \$30,000, which we are pleased to discuss. The fee is all-inclusive for the services described herein to achieve success in your search.

Peckham & McKenney is unique among recruiting firms for several reasons including having a **fixed all-inclusive fee**. We have found that an all-inclusive fee is simpler, cost-effective, and efficient. Our all-inclusive fee includes professional fees and expenses (out-of-pocket costs associated with advertising, consultant travel, administrative support / printing / copying / postage / materials, telephone / technology, internet research on recommended candidates, and full background check on the selected finalist. For services not specified herein, we will discuss your interests and the appropriate fee.

Process of Payment

Payments	Due	Invoiced
First 1/3 of Payment	Upon Execution of Contract	Retainer to Cover Upfront and Necessary Expenses Incurred ^{1, 2}
Second 1/3 of Payment	60 Days after Contract Execution	Invoiced 30 Days from Contract Execution ²
Final 1/3 of Payment	90 Days after Contract Execution	Invoiced 60 Days from Contract Execution ²

¹ If the retainer is not received by Peckham & McKenney within 30 days of execution of the agreement, the recruitment process may be suspended until payment is received.

² Due within 30 days following the invoice date.

Agreement

Peckham & McKenney is the operating name of City Management Advisors LLC, Anton Dahlerbruch, Managing Member.

Insurance

City Management Advisors doing business as Peckham & McKenney carries Professional Liability Insurance (\$1,000,000 limit), Commercial General Liability Insurance (\$2,000,000 General Liability and \$4,000,000 Products), Automobile Liability Insurance (\$1,000,000), and Cyber Liability/Technology Liability (\$1,000,000). Our Insurance Broker is Acrisure LLC, Agoura Hills, CA. Necessary insurance documentation will be provided to the Agency in a timely manner.

GUARANTEE, COMMITMENT AND DIVERSITY STATEMENT

Our Placement Guarantee

We are pleased to share that the Peckham & McKenney success and placement record are particularly strong. We are confident that our recruitment process will result in a quality candidate that will stay in your employment.

- We will connect with the City in six months and one year after the appointment,
- We will conduct a second search within six months of our search process if a candidate is not placed, and
- If the placement vacates the position within one year from the date of accepting the offer, we agree to conduct a second search within six months of the vacancy as follows:

Because of how we conduct recruitments, it is unusual that we are unsuccessful in providing a placement, an individual is not placed, or the placement vacates the position within a year. In the unlikely event that no qualified candidates are identified as *a result of the search efforts, and* it is mutually agreed that *the result is due to the search effort and/or process*, we will extend the search for a second time for \$7,200 (expenses). Otherwise, if a second search



is necessary, a qualified applicant is not selected, or the selected candidate is separated from employment within one year after accepting the offer, a second search will be conducted within six months for the discounted fixed fee of \$18,600 (external candidates only, and except in the event of budgetary cutbacks, promotion, position elimination, or illness/death, etc.).

Our Diversity Statement

Peckham & McKenney takes pride in our commitment to diversity and are known for long successful tenures of candidates selected by the agency.

Peckham & McKenney does not discriminate on the basis of race, color, religion, creed, sex/gender, national origin/ancestry, disability, pregnancy, sexual orientation (including transgender status), marriage or family status, military status, or age. We are fully compliant with all applicable federal and state employment laws and regulations in all our recruitments.

In addition to all other outreach methods and maintaining a website the fully accessible through Accessibe.com, Peckham & McKenney routinely advertises with the Women Leading Government, I-NAPA, National Forum of Black Public Administrators (NFBPA), Local Government Hispanic Network (LGHN) and the [National Diversity Network](#) to ensure the broadest placement of opportunities.

Peckham & McKenney
“All about fit”



City Manager
CITY OF SARATOGA, CALIFORNIA

The Community

The City of Saratoga, located in Santa Clara County, is a charming residential community of approximately 31,000, known for its excellent schools and prestigious neighborhoods. Within its borders, Saratoga includes lush redwood forests, foothills suitable for wine grapes, and a sunny valley floor once covered with orchards.

In 1848, Saratoga began as a frontier town and an industrial settlement before becoming an agricultural hub with many fruit orchards and vineyards. Saratoga's bountiful fruit harvests made it a popular trading post. Glen Una was one of the largest prune ranches in the area, and the Blossom Festival started as a result of agricultural influences. Saratoga, and the valley as a whole, transformed its identity once again and Saratoga became a residential community.

The community's downtown district, known as "The Village," has distinctive dining, unique shops, and numerous buildings dating back to the late 1800s and early 1900s. Saratoga residents place an emphasis on retaining the quality of the City's semi-rural ambiance and unique character. The City is also home to Villa Montalvo and the Hakone



Gardens, which is one of the oldest Japanese estates, retreats and gardens in the Western Hemisphere. In addition to its cultural venues, the City of Saratoga offers a wide array of recreational opportunities, including 14 neighborhood parks, and numerous trails that allow for an assortment of activities. Furthermore, Saratoga is close to regional parks with excellent hiking and horseback riding trails.

The Organization

The City of Saratoga was incorporated in 1956 and operates under a Council/Manager form of government. At the time of incorporation, many school and utility districts were in existence and consequently, more than one district may serve within the City's boundaries. Fire protection services are provided through special districts, and the City has formed collaborative relationships and established service

The City's mission statement:
Provide essential municipal services which protect health, safety, and welfare, and to satisfy the community's desires to maintain its quality of life while practicing fiscal responsibility. The City's values statement: Strives to maintain a high quality of life for its residents through careful planning and infrastructure maintenance, through activities to build community, and by providing opportunities.

contracts with other government agencies including law enforcement services through the Santa Clara County Sheriff's Office, animal control services provided by the City of San Jose, recreation programs provided by Los Gatos-Saratoga Community Education and Recreation, senior programs provided by the Saratoga Area Senior Coordinating Council, and library services provided by Santa Clara County Library District. In addition, sanitation services are provided by West Valley Sanitation District and Cupertino Sanitary District.

The City's five departments are: City Manager, Community Services, Administrative Services, Community Development, and Public Works. Residential areas make up approximately 98% of the City and 13 square miles of incorporated area. The **City's FY 2025/26** General Fund Operating and Capital Improvement Budget is \$52.7M and includes 56.6 full-time equivalent (FTE) positions.

The Position

As the appointed Chief Executive Officer of the City, the City Manager is responsible for planning, directing, managing, and reviewing the activities and operations of the City. The role operates under the policy direction of the City Council in accordance with



Peckham & McKenney

"All about fit"

municipal law, for the benefit of City residents. It involves coordinating City services and activities across various departments and external agencies, as well as providing highly responsible and complex administrative support to the City Council, offering advice with substantial discretion and judgement in analyzing the best approaches for recommendations and decisions.

This position will administer the execution of City Council priorities; advise the City Council on agenda items, issues, programs, and other matters; approve the selection, status change, transfer, and termination of all City personnel; and confer with and direct the Assistant City Manager and



department directors in the formation and implementation of administrative policies and practices.

Key priorities for the City Manager include:

- Develop fiscally responsible recommendations to address the structural deficit;
- Provide leadership over the Builders Remedy projects and the City's Housing Element implementation;
- Build morale, succession planning, and organizational development;

- Lead the assessment and implementation of internal operations to optimize resources and enhance customer service; and
- Continue the implementation of the City Council's **strategic objectives**: City Leadership, Fiscal Stewardship, Public Safety, Facilities & Infrastructure, Community Heritage, Community Enrichment, and Environmental Sustainability.

Ideal Candidate

The City seeks an ideal candidate embodying qualities essential for effective leadership: integrity, emotional intelligence, strong communication and listening skills, resilience, and the ability to inspire and empower others. They will have broad knowledge of the functional areas of municipal government, be tech-savvy, and capable of embracing the values of Saratoga, its community, and anticipating community needs. They will have an inclusive mindset and sensitivity to a multicultural environment and the diverse needs of the City's residents. Understanding land-use planning and community engagement in the planning process is crucial.

They must be responsive, prioritize customer service, and demonstrate adaptability and a solution-oriented mindset. They will prioritize community engagement by being in attendance at events that connect them with the community and they will demonstrate authentic dedication to the community. Transparency, honesty, and ethical conduct are paramount. The ideal candidate will be a servant leader, accessible with an open communication

style, foster the professional development of staff, and prioritize others. They will set a positive example, clear expectations, place an emphasis on efficiency, and hold themselves and

staff accountable. The ideal candidate is an effective communicator who is passionate, unbiased, and embraces out-of-the-box thinking to effectively address challenges.

The successful candidate will be diplomatic, calm, and fair. They will be fiscally conservative with a thorough understanding of municipal budgets, revenues, and funding sources. They will be a strong advocate for the City and have the strength of character to say no when appropriate. They will have a track record of developing and maintaining respectful and effective relationships with those encountered in the course of employment, including unions and employee labor associations.

Qualified candidates typically possess ten (10) years of increasingly responsible experience in city government including at least three (3) years of experience as a city manager, or at least six (6) years of experience as an assistant city manager, or at least eight (8) years of experience as a department head involving considerable responsibility.

View the City Manager job description [here](#).



Compensation and Benefits

The salary range for this at-will position is \$300,000 - \$365,000. The total compensation package offered will be commensurate with the candidate's overall experience, education, skills, and background.

The City offers an **attractive benefits package**, including:

RETIREMENT: The City participates in the California Public Employees' Retirement System (CalPERS) under a 2% @ 60 formula for Classic Members. The 2% @ 62 formula applies to New/PEPRA Members.

MEDICAL INSURANCE: The City provides up to \$2,795.92 per month toward the purchase of health insurance coverage and offers Comprehensive HMO and PPO plan options available through CalPERS.

DENTAL INSURANCE: The City pays 100% of the monthly premium for full-time employees.

LIFE INSURANCE: City provides up to \$150,000 of coverage.

DISABILITY INSURANCE: Employer paid coverage of 66 2/3 % of salary to a maximum of \$2,000/month, with an employee option to purchase additional coverage, up to a maximum of \$8,200/month.

DEFERRED COMPENSATION: The City will match at-will employee contributions

to a deferred compensation account up to a maximum of \$250 per month.

AUTO ALLOWANCE: \$350 per month.

PAID TIME OFF: Accrual starts at 176 hours per year and is based upon length of service. Cash-out of PTO is available.

HOLIDAYS: 13 paid regular holidays per year. City Hall is closed from December 24, 2026, – January 1, 2027. Employees shall utilize available leave balances during this period.

MANAGEMENT LEAVE: Up to 40 hours per year.

ADMINISTRATIVE LEAVE: 65 hours per year.

WORK SCHEDULE: 9/80 plan with every other Friday off.

The City of Saratoga is an equal opportunity employer.

Search Schedule

Filing Deadline: May 1, 2026

Preliminary Interviews (telephonic): May 7 & 8, 2026

Recommendation to City: May 13 or 20, 2026

Panel Interviews (In-Person): June 5, 2026

Finalist Interviews (In-Person):..... June 6, 2026

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



The Recruitment Process

To apply for this key position and exciting career opportunity, please submit a current resume with month and year of employment and compelling cover letter through our website at:

Peckham & McKenney
www.PeckhamAndMcKenney.com

Resumes are acknowledged within two business days. Contact Roberta Greathouse at 831.998.3194, toll-free at 866.912.1919, or via email to Roberta@PeckhamandMcKenney.com if you have any questions regarding this position or the recruitment process.



www.PeckhamAndMcKenney.com

