



City Manager

CITY OF SUNNYVALE, CALIFORNIA

“HEART OF SILICON VALLEY”

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“All about fit”



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EXECUTIVE SEARCH

THE COMMUNITY

Sunnyvale, with a population of approximately 149,000, is the fifth largest city in the San Francisco Bay Area and the second largest in Santa Clara County. Sunnyvale was incorporated in 1912 and has transformed from an agricultural community to a center for the defense industry and the current nexus of research, development, and manufacturing that created Silicon Valley. Sunnyvale is home to notable companies such as Amazon Lab126, Apple, Google, LinkedIn, Lockheed Martin Space Systems, Mercedes Benz Research and Development, NASA Ames Research Center, NetApp, Juniper Networks, Twitter, and WalmartLabs. The draw of working in this dynamic community swells the City's daytime workforce to 230,000.

Sunnyvale is located in the spectacular San Francisco Bay Area. The San Jose, Oakland, and San Francisco international airports are easily accessible. The area is home to many museums, theaters, concert halls, and art galleries, as well as numerous professional sports teams.

In addition to its ideal location, Sunnyvale is also recognized for its park system and public recreation facilities, including 18 prize-winning parks, 2

golf courses, 51 tennis courts, 6 public swimming pools, and a Community Center. The Baylands Park provides over 70 acres of developed parkland offering recreation activities, scenic pathways, and picnic areas for families. A wide variety of cultural and artistic events take place within the City, including the annual Art & Wine Festival, the Summer Wednesday Night Music Series, Jazz & Beyond Music Series, Hands on the Arts children's art fair, a weekly year-round farmer's market, and downtown holiday events. Additionally, the historic downtown business district is a vibrant commercial and entertainment hub.

Four school districts serve Sunnyvale, with 26 public and private schools. Sunnyvale includes its own community college campus: Foothill Sunnyvale. Stanford University, Santa Clara University, San Jose State University, University of California Berkeley and Santa Cruz, and several community colleges are nearby.

CITY GOVERNMENT

The City of Sunnyvale is a charter city, with a seven-member City Council that is elected at large. The Mayor and Vice Mayor are selected by the Council, with the Mayor serving a two-year term. Three Council seats will be on the ballot in 2018. The Council appoints the City Manager and City Attorney. The Council and City staff enjoy a positive and mutually respectful relationship.

Sunnyvale provides a full range of services and maintains a workforce of approximately 917 regular employees. The 2017/2018 General Fund operating

and capital budget total \$474.5 million. Financially, Sunnyvale is one of the Bay Area's best-positioned cities. Moody's Investor Services confirms this with its recent Triple A credit rating, an independent measure of financial standing. Sunnyvale continues to take a leadership role among local governments with its fiscal policies. The City has a balanced 10-year financial plan with 20-year projections, which are unique business processes implemented by Sunnyvale, and operates under a two-year budget cycle. Community surveys consistently indicate that residents and businesses are satisfied with the quality of the services and programs provided by the City.

City departments include: City Manager, City Attorney, Community Development, Environmental Services, Finance, Human Resources, Information Technology, Library & Community Services, Public Safety (a novel Police/Fire combination), and Public Works. The City also staffs the NOVA Workforce, which provides regional job-training programs to residents of Sunnyvale, San Mateo County, and six other local municipalities.

The City's Executive Leadership Team (ELT), consisting of the City Manager, City Attorney, and all Department Directors, is highly collaborative and collegial. The ELT works together to address substantive issues of overall Citywide importance and provide leadership direction to the organization. Creative problem solving and performance improvement are constant themes within the management culture as the City strives for continuing advancements



in achieving enhancements to efficiency and service delivery.

The Sunnyvale City Manager's Office is organized into four divisions: Management and Administration, City Clerk, Public Information, and Economic Development.

The City Manager will have the following opportunities for leadership and innovation:

- A major downtown revitalization and development project that involves rebuilding and revitalization of the downtown center is in progress and presents significant challenges and opportunities for the City. The City Manager plays a key role in moving the project forward, ensuring timely completion of development milestones, communicating thoroughly and often with the City Council, and continually addressing urgent issues that are unavoidable in a project of this scope and complexity.
- A number of significant capital and infrastructure projects are in progress and most significantly are the renovation project of an aging Wastewater Treatment Plant at an estimated cost of \$720M with an anticipated completion date beyond 2040, a partnership with our local school district in building a new branch Library, updating the City's Civic Center Campus, implementation and completion of Information Technology investments, infrastructure, and evaluating effective utilization of Parks and Recreation facilities.
- Continued refinement of the City's long-term financial plans to respond to the community's desire for state-

of-the-art programs and services, communication, and engagement. Addressing long-term budget stabilization arising from increasing pension costs.

- Workforce planning and strengthening organizational effectiveness will also require inspirational and dynamic leadership from the City Manager.
- Working collaboratively in a regional environment.
- Accommodating significant growth within a largely built-out community while preserving neighborhood character.
- Sunnyvale is a leader in environmental sustainability, and the Council prides itself on moving the City towards these goals.

THE IDEAL CANDIDATE

The successful candidate will be a quick study, straightforward and even-handed. This position requires a combination of vision and "big picture" thinking along with a pragmatic and proactive style. The City Council and community expect a City Manager who is unquestionably ethical, and who shares the public's commitment to long-term sustainability of all aspects of the City: economic, environmental, transportation, housing, and cultural. It will therefore be essential for the new City Manager to understand and support Sunnyvale's tradition of long-range planning and the related budget structure. The City Manager is the City's point person and must have experience working



with developers, outside agencies to include transportation, water, and infrastructure, as well as within the organization to include labor. The new City Manager must have a reputation of success in complex and fast-paced organizations, as well as a history of building effective relationships with City Council members. Key to that success will be a proven track record of keeping the Council collectively informed of all relevant issues and concerns.

The City Council expects the new City Manager to be involved with and visible in the community, demonstrating a commitment to positive engagement with elected officials, neighborhood citizen groups, business and development communities, peer groups and staff. This position requires a candid and open communicator, who is politically astute but operates in an apolitical and objective fashion, and is diplomatic but direct. In the course of furthering Council goals and objectives, the new City Manager must provide crisp guidance to the City Council that reflects community interests and best practices for innovative

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municipal governance. An inclusive approach with sensitivity to the multi-cultural environment and diverse needs of the city's residents should be demonstrated by the ideal candidate. The individual selected will derive great satisfaction from his/her role in leading and continually improving a policy-driven, process-oriented, and transparent organization.

A Bachelor's degree in public or business administration or a related field is required. A Master's degree is desirable. The ideal candidate will have an extensive background in municipal management and experience managing a large and sophisticated public agency.

COMPENSATION AND BENEFITS

The salary for the City Manager starts at \$302,041. The City of Sunnyvale also offers an excellent benefits package, including:

RETIREMENT: CalPERS 2% @ 60 plan for Classic Members, 2% @ 62 for new PERS members in accordance with PEPRRA. Classic employees contribute three percent (3%) of the seven percent (7%) employee contribution, with the City paying the additional 4% contribution amount.

DEFERRED COMPENSATION: The City contributes 2% to a 457 or a 401 (a) plan.

MEDICAL INSURANCE: Medical coverage is provided through CalPERS and is fully paid by the City for the employee and eligible dependents.

DENTAL INSURANCE: Family coverage provided through Delta Preferred (PPO) or Delta Care (HMO).

VISION: Family coverage provided through VSP.

HOLIDAYS: Eleven holidays and an additional 30 hours of floating holiday per year

Additional allowances for job related expenses are available.

For additional information regarding the City of Sunnyvale, please visit the City's website at www.sunnyvale.ca.gov.

SEARCH SCHEDULE

Filing Deadline.....	November 6, 2017
Candidate Screening	November 7-15, 2017
Recommendation of Candidates.....	November 17, 2017
Panel Interview Process.....	November 28, 2017
City Council Finalist Interviews	December 8, 2017

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

MORTGAGE ASSISTANCE PROGRAM:

The City offers a very generous mortgage assistance program that provides a low interest rate loan, requires 5% down payment, and loan amount up to 10 times annual salary control point.

Some restrictions apply.

RELOCATION REIMBURSEMENT:

The City offers a financial assistance program to help offset some of the costs associated with relocating.

PAID TIME OFF: An all-inclusive paid time off program and an additional 70 hours of management administrative leave per year.

THE RECRUITMENT PROCESS

To apply for this outstanding career opportunity, please send your resume and cover letter electronically to:

Peckham & McKenney
apply@peckhamandmckenney.com

Resumes are acknowledged within two business days. Call Bobbi Peckham toll-free at (866) 912-1919 for more information.



www.peckhamandmckenney.com

