

Peckham & McKenney
"All about fit"



20
years

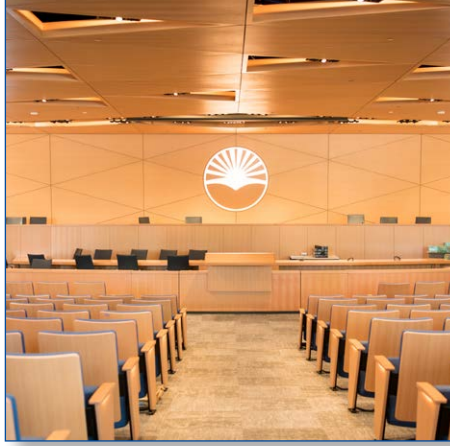
PECKHAM
&
MCKENNEY
EXECUTIVE SEARCH

City Manager
CITY OF SUNNYVALE, CALIFORNIA

THE HEART OF SILICON VALLEY

With a population over 157,000, Sunnyvale is the seventh largest city in the San Francisco Bay Area and the second largest in Santa Clara County. Incorporated in 1912, the City has transformed from an agricultural community to the nexus of research, development, and manufacturing that created the Silicon Valley. Approximately 7,000 local businesses provide a rich mixture of goods and services, including many icons in tech, manufacturing, retail, and research and development. Sunnyvale's ten largest employers are Google, Apple, Facebook, LinkedIn, Intuitive Surgical, Amazon, Lockheed Martin Space Systems, Applied Materials, Cepheid, and iHealth.

In addition to being a center of technology and innovation, Sunnyvale is a city of quiet family neighborhoods, a vibrant and thriving downtown, strong schools, and a diverse community. Boasting a mild and sunny climate with easy access to metropolitan amenities and abundant natural beauty, Sunnyvale is an ideal



location to live, work, and play. The Caltrain station, located downtown, is only a few blocks from City Hall. The San Jose, San Francisco, and Oakland International Airports are easily accessible, and the area is home to many museums, theaters, concert halls, art galleries, and professional sports teams.

The City's parks and recreation system boasts 23 parks; facilities for golf, tennis, and swimming; a library; and a community / senior center. Sunnyvale's historic downtown is home to a variety of local eateries and merchants, and hosts frequent art festivals, concerts, and a year-round farmers' market. Residents and visitors enjoy the Summer Music Series, the Hands on the Arts Festival, and many seasonal events throughout the year.

The City's Department of Public Safety has kept Sunnyvale ranked at the top of the nation's safest cities. Its pioneering model integrates police, fire, and emergency response, with every officer fully cross-trained as a police officer, firefighter, and EMT.

For more information about the City of Sunnyvale, please visit [Sunnyvale, CA | Home](#).

THE ORGANIZATION

The City of Sunnyvale is a Charter City with a seven-member City Council and a council-manager form of government. The Mayor is elected at large, while the six council members are elected by district. The City Council meets at least two Tuesday nights per month. The Council and City staff enjoy a collaborative, supportive, and respectful relationship with a high level of trust.

The City's **2023/2024 budget** totals \$608M with a \$335M operating budget, \$170M for projects, and \$26.8M in contributions to reserves. Sound fiscal policies are embedded into the City's culture, with a 10-year balanced budget required by Charter and 20-year projections as a matter of long-standing City policy. The City's budget supports a robust work plan that includes the Council's **strategic priorities** and **Top 30 Initiatives**.

The City is a full-service agency with 940 FTE employees serving in all municipal functions, including the departments of City Manager, City Attorney, Public Safety, Community Development, Library & Recreation Services, Environmental Services, Public Works, NOVA Workforce Services, Finance, Human Resources, and Information Technology. The City Manager and City Attorney are appointed by, and serve at the pleasure of, the City Council.

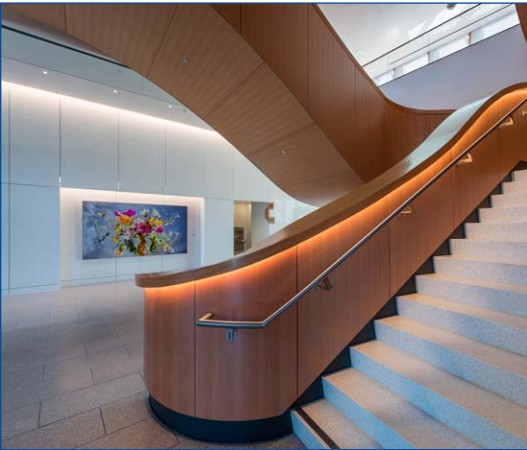


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THE IDEAL CANDIDATE

The successful candidate must have a reputation of success in complex and fast-paced organizations, documented success managing large projects to successful completion, and a tactical and strategic long-term vision. The City Manager will maintain the excellence of this very high performing organization and build upon the strong foundation to take the City to the next level.



Experience establishing and maintaining a relationship of confidence and trust with the Mayor and City Council members, City Commissioners, all levels of City management and City staff, other governmental officials, business and community leaders, the public, and others encountered while serving as the City Manager is required. The City Manager will be collaborative; offer honest and frank advice that reflects community interests and best practices for innovative municipal governance; and have the strength of character to say no when necessary and offer alternative courses of action.

This position requires a combination of vision and "big picture" thinking along with a pragmatic and proactive style. The City Manager will be a critical thinker with excellent judgement who is ambitious, innovative, and inquisitive. They will also demonstrate

tact, discretion, diplomacy, humility, loyalty, and a sense of humor; and the courage to make difficult decisions and take responsibility for, and correct the impacts of, any mistakes.

The City Council expects the City Manager to be front facing, accessible, and engaged with and visible in the community. They will demonstrate a commitment to positive and meaningful engagement with elected officials, neighborhood citizen groups, business and development communities, peer groups, and those members of the community who are not actively engaged.

The Council is seeking a City Manager who is inspirational and has a track record of identifying, hiring, promoting, and developing great staff. The City Manager will be visible have an open-door policy, and lead by example. They will be fair, approachable, and able to build sincere relationships across all levels of the organization. The new City Manager will be a trust-based leader who expects excellence, has experience mentoring, succession planning, preparing staff to lead, and holding staff accountable. They will encourage staff to be creative, take calculated risks, express dissenting opinions, and engage in growth opportunities that allow staff to present and take ownership over their work product.

The City Council and community expect the City Manager to possess a strong moral compass and a commitment to act in a manner to assure public confidence in the integrity of local government and

its effective and fair operation. The City Manager will share the public's commitment to long-term sustainability of all aspects of the City: economic, environmental, transportation, housing, and cultural. Excellent communication skills are a must and the new City Manager will demonstrate the ability to explain and define complex issues in plain language to the Council, staff, and the public, and have a communication style that is concise, efficient, and values public outreach.

The City Manager will be candid and politically astute while operating in an apolitical and objective fashion. They will have a high degree of emotional intelligence; an inclusive mindset with a commitment to diversity, equity, access, and inclusion; and have sensitivity to the multicultural environment and diverse needs of the City's residents. The individual selected will have a passion for public service and derive great satisfaction from their role in leading and continually improving a policy-driven, process oriented, and transparent organization.

EXPERIENCE/EDUCATION REQUIREMENTS

The ideal candidate will have an extensive background in municipal management and experience managing a large, sophisticated, and full-service public agency. Successful candidates will possess a solid understanding of budgeting, finance,



and fiscal management. A Bachelor's degree is required and a Master's degree is desirable.

It is desirable that the City Manager live in the City of Sunnyvale.

THE COMPENSATION PACKAGE

The annual salary range for this at-will position is up to \$422,749, depending on qualifications.

The City offers the following excellent benefits:

RELOCATION ASSISTANCE: May be offered up to the full cost of relocation.

MORTGAGE ASSISTANCE: The City's program provides a low-interest rate loan, requires a 5% down payment, and a loan amount up to 10 times annual salary.

CALPERS DEFINED BENEFIT PENSION:

- Classic members 2% @ 60 – Employees pay 3% of the employee contribution and the City pays 4%.
- PEPRAs members 2% @ 62 – Employees pay the full 7.5% employee contribution.
- The City does not participate in Social Security; however, it does

SEARCH SCHEDULE

Filing Deadline:	June 17, 2024
Preliminary Interviews (telephonic):	June 26 - 28, 2024
Recommendation to City:	July 9, 2024
Panel Interviews (In-Person):	July 18, 2024
Finalist Interviews (In-Person):	July 19, 2024

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

participate in Medicare and the employee portion is 1.45%.

DEFERRED COMPENSATION: The City contributes 2% of base salary to either a 457 or a 401(a) plan, subject to plan contribution limits.

HEALTH INSURANCE:

- Medical Benefits – CalPERS Health Plans with 100% of the premium for employee and eligible dependents paid by the City.
- Retiree Medical Insurance – Vesting schedule that increases after 5 years of service with the City.
- Dental & Vision – PPO or DMO with 100% of the premium for the employee and eligible dependents paid by the City.

LIFE INSURANCE / AD&D: Basic life/AD&D insurance equal to annual base salary up to \$175,000. Optional supplemental life/AD&D insurance is available up to \$250,000.

LTD / SALARY CONTINUATION: Long-term disability coverage of 67% of monthly salary to a cap of \$11,000. Paid Medical Leave is available after 12-months of continuous employment.

ANNUAL LEAVE: Starts at 21 days (accrual tier negotiable); 70 hours management leave (prorated based on hire date); 30 hours floating holiday (prorated based on hire date); and 11 paid holidays



THE RECRUITMENT PROCESS

To apply for this key position and exciting career opportunity, please submit a current resume 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 at Roberta@PeckhamandMcKenney.com if you have any questions regarding this position or the recruitment process.



www.peckhamandmckenney.com

