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EXECUTIVE SEARCH

City Manager

CITY OF BRENTWOOD, CALIFORNIA



THE COMMUNITY

Located just 55 miles east of San Francisco in Eastern Contra Costa County, the City of Brentwood sits astride two regions, the San Francisco Bay area and the Northern San Joaquin Valley (a three-county region comprised of San Joaquin, Stanislaus, and Merced counties), which are part of a growing Northern California mega-region. This region boasts one of the fastest growing economies in the United States with a population of 12.2 million. Brentwood is situated in the center of this emerging mega-region.

Having experienced rapid population growth since the early 1990s, the well-planned growth of Brentwood took the population of 3,500 to nearly 63,000 residents today. Brentwood's incorporated boundary currently totals 14.8 square miles with a sphere of influence that totals 17.4 square miles. The city anticipates a planned build-out population of close to 80,000.

Most employment growth in Brentwood has been in the form of commercial development for retail shopping centers, light industrial buildings, medical facilities, and office buildings that primarily attract local serving businesses in the retail, hospitality, construction, and healthcare sectors. While job growth is occurring, population growth has occurred at a much faster pace. By offering competitively priced housing in beautiful neighborhoods, Brentwood is attracting skilled labor that commutes to job markets primarily in the East Bay, San Francisco, Tri Valley, and Silicon Valley. Modes of transportation to the greater Bay area include State Route 4 to the north, east and west, and Vasco Road to the south. The Antioch Hillcrest BART station is located just 5.5 miles from Brentwood's northern border.

Brentwood residents enjoy abundant quality of life with family-friendly neighborhoods; excellent public schools including eight elementary, three middle, four high schools, and a community college satellite campus; open space, farmland/agriculture, and a beautiful natural setting; an educated population and skilled workforce; small-town charm with big-city amenities; a downtown area with a vibrant civic center built in 2012 with a brand new 20,000-square-foot, two-story library; newer roadways and infrastructure; and a low crime rate and safe place to live.

With over 230 acres of parkland, nearly 100 parks including community, neighborhood, pocket parks and facilities, an aquatic center, senior center, and 19 miles of beautiful multi-use trails, Brentwood provides outstanding recreational opportunities to support healthy lifestyles. The visual and performing arts are well represented in Brentwood. The city is home to the Brentwood Art Society, which sponsors events such as the annual Art, Wine, and Jazz Festival; the Artists Open Studio Tour; open mic nights; and other gatherings and shows. The Art Society is also a supporter of the Ghostlight Theater Company, which has been producing Broadway musicals and musical reviews in venues around the city since 2010. In addition, the city has a vibrant public art program which is represented with sculptures, murals, and even the painting of utility boxes that are showcased all over town.



All of this is wrapped in a business-friendly city government with a supportive and progressive City Council, collaborative and cohesive executive team, and engaged community. To learn more about Brentwood, please visit www.brentwoodca.gov.

THE ORGANIZATION

Incorporated in 1948, Brentwood operates under the Council/Manager form of government. The five-member City Council enjoys an effective and cooperative working relationship and includes a directly elected Mayor and four members currently elected at large. District elections will be held in November 2020. The City Council appoints the City Manager and in-house City Attorney.

The City of Brentwood is financially stable and has a total budget of \$241.6 million and Capital Improvement Program budget of \$55 million. With a staff of 308 full-time employees, the city provides a full range of services in the operating departments of police, parks and recreation, public works and engineering (including solid waste, water, and wastewater enterprises), community development, finance and information systems, and human resources/risk management. The city receives fire protection services from the East Contra Costa Fire Protection District.

The City of Brentwood has one of the most collaborative, dynamic, and professional leadership teams in the state. The organization prides itself in its core values of integrity, passion, accountability, respect and quality.



BRENTWOOD'S FUTURE

Over the next few years, Brentwood will see significant accomplishments of important projects and initiatives. Focusing on economic development to increase jobs in the region, an Economic Development Action Plan has been approved by the City Council that includes the creation of a next generation business park through "shovel ready" available land, a Farm-to-Fork agriculture program, a Business Development Center at the Community Center, and pursuing a health care campus. This economic development program will focus on a plan to "think locally—act regionally" in the hopes of increasing jobs in the East County region.

The Priority Area 1 (PA-1) Specific Plan is a 373-acre project site located in the northwest corner of Brentwood that has been identified as a focal point for jobs and mixed-use development. The Specific Plan includes the precise criteria for the growth and development of PA-1 by establishing a vision for the area, identifying uses desired and allowed, and planning for infrastructure improvements to support future development. This future business center has been estimated to generate nearly 8,300 new higher-end jobs for the community.

In late 2016, an Economic Development Strategy and Action Plan was adopted following an assessment of the city's economic development work program. The strategy is structured around a set of five goals and strategic initiatives.

- Build and maintain a healthy, balanced economy with a diversity of businesses.

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- Strengthen and expand existing local businesses.
- Foster local entrepreneurship and new business formation.
- Build a vibrant downtown and retail sector.
- Position Brentwood to attract a high quality labor force.

Specific game-changing actions have been outlined within the Economic Development Strategy that will serve as catalysts to the future transformation of Brentwood's economy.

Current and future challenges and opportunities include district elections in 2020, regional emergency services, infrastructure and roadway regional partnerships, labor agreements, and workforce diversity to reflect the community.

THE OPPORTUNITY

This outstanding leadership opportunity is available with the upcoming retirement of Gustavo "Gus" Vina, having served local government agencies for over 30 years and as Brentwood City Manager since 2014. The Brentwood City Council, Executive Leadership Team, and staff are interested in City Manager candidates who bring the following attributes and abilities.

- Outstanding, confident leader with exceptional organizational skills.
- Appreciates and maintains the collaborative and professional culture of the organization. Analyzes and moves forward in a thoughtful way. Open minded.
- Understands that regional cooperation will bring future economic development opportunities and partnerships.
- Maintains a cool head, even in the face of adversity. Fearless; approaches difficult conversations with an open mind to address problems and achieve desired outcomes.
- Creates a win-win situation, leaving a positive outcome for all parties.
- Focuses on Council direction, and casts the vision, direction, and critical objectives for the organization while allowing autonomy for the Executive Leadership Team to excel in their individual fields.
- Encourages the flow of ideas and information among the Executive Leadership Team in order to break down siloes. Promotes teamwork and collaborative problem solving among departments. Continues to cultivate strong Council/staff relationships.
- Passionate about and invested in the community of Brentwood. Appreciates the family orientation and is open to various perspectives of a diverse population.
- Politically astute. Appreciates the unique perspectives of each individual at the table. Facilitates the conversation and helps to navigate through the process of decisionmaking.



- Clear, consistent, open, and ongoing communicator to Council, staff, and the community.
- Available, approachable, respectful, friendly, and humble.
- Vibrant, energetic, and appreciates work/life balance.
- Embraces a diverse and inclusive workforce and culture and understands the critical nature of employee engagement.
- Operates with integrity and professionalism.
- Sensitive to Brentwood's transition from a bedroom community to buildout.

The ideal candidate will bring a general understanding of key local government financial issues, economic development, transportation and planning, and public safety. The City Manager will be experienced in working with developers to negotiate in the best interests of the city. Experience as a City Manager or Assistant City Manager is strongly preferred. A Bachelor's degree with major course work in public administration, business administration, or a related field is required; a Master's degree is highly desirable.

The Brentwood City Council encourages the next City Manager to consider Brentwood as their home. As such, the City Manager will be actively involved by helping to give back to the community.

THE COMPENSATION

The City of Brentwood is offering an attractive and competitive salary range of \$230,000 to \$265,000, and appointment will be made dependent upon the qualifications of the selected candidate. In addition, the city provides the following competitive benefits:

RETIREMENT – Classic Members: CalPERS 2% at 60 plan; 7% employee contribution. New Members: CalPERS 2% at 62 plan; 6.25% employee contribution. City does not participate in Social Security, but there is a 1.45% mandatory employee contribution to Medicare.

MANAGEMENT INCENTIVE PAY – City provides 11 hours per month.

MEDICAL INSURANCE – City provides up to \$1,667 per month.

DENTAL & VISION INSURANCE – City provides full family coverage for dental and vision at no cost to the employee.

LIFE INSURANCE – \$150,000 term policy.

LONG-TERM DISABILITY INSURANCE – Benefit based on current maximum benefit of \$10,000 per month.

DEFERRED COMPENSATION – Three plans available.

In addition, the city has a flexible benefits plan, longevity incentive plan, and bilingual pay plan.

SEARCH SCHEDULE

Filing deadline October 31, 2019

Preliminary Interviews..... November 12-15, 2019

Recommendation of Candidates November 19, 2019

Finalist Interviews December 12 and 13, 2019

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

THE RECRUITMENT PROCESS

To apply for this exciting career opportunity, please visit our website:

Peckham & McKenney
www.peckhamandmckenney.com

Please do not hesitate to contact Bobbi Peckham toll-free at (866) 912-1919 if you have any questions regarding this position or recruitment process.



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