

# DIRECTOR OF PUBLIC WORKS

## CITY OF SUNNYVALE

*THE HEART OF THE SILICON VALLEY*





## THE COMMUNITY

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With a population of 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 Silicon Valley. Approximately 7,000 local businesses offer 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, sunny climate, easy access to metropolitan amenities, and abundant natural beauty, Sunnyvale is an ideal place 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 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 medical response, with every officer fully trained as a police officer, firefighter, and emergency medical technician.

For more information about the City of Sunnyvale, visit: <https://www.sunnyvale.ca.gov>

## THE CITY ORGANIZATION

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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 twice per month on Tuesday nights. The Council and City staff enjoy a collaborative, supportive, and respectful relationship with a high level of trust.

The City's FY2025/26 budget totals \$779.6 million with a \$392.6 million operating budget. 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 its mission to "Build Community Trust by Providing Exceptional Services." The City is a full-service agency with 977 FTE employees serving in all municipal functions, including the departments of City Manager, City Attorney, Human Resources, Community Development, Library & Recreation Services, Environmental Services, Public Safety, Public Works, NOVA Workforce Services, Finance, and Information Technology. The City Manager and City Attorney are appointed by and serve at the pleasure of the City Council.

### City of Sunnyvale Mission

We build community trust by delivering exceptional services.

### Public Works Mission Statement

The Public Works Department provides high-quality services for Sunnyvale's residents and businesses by constructing and maintaining reliable, cost-effective City infrastructure, roadways, parks, and open space that meet the city's current and future needs.

## THE PUBLIC WORKS DEPARTMENT

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With a FY 2025/26 budget of \$62.3 million and 206 FTE employees who work in varied positions from parks workers, technicians, engineers, planners, analysts, and managers, the Public Works Department oversees a broad and diverse range of programs that support the City. Public works programs include:

- Transportation and Traffic Services
- Pavement and Concrete Maintenance
- Streetlights, Signs, and Debris
- Urban Forestry
- Neighborhood Park and Open Space Management
- Downtown Maintenance
- Department Administration and Property Management
- Capital Project Management
- Land Development Engineering
- Golf Course Operations
- Fleet Management
- Facilities Management

The new Director will play a pivotal role in shaping the City's programs and infrastructure for decades to come, including oversight and accomplishment of these major initiatives underway:

- The \$1.4 billion Cleanwater Program, the largest and most complex capital program in the



City's history, will update the Water Pollution Control Plant through a series of long-term projects that will replace or repair facilities to ensure reliable cleaning of wastewater.

- Fire Station 2 Rebuild including both a new fire station and regional training facility, and subsequent implementation or update of the Fire Station Master Plan for the City's remaining fire stations.
- Civic Center Modernization strategic planning for completion of the last two phases of a 20-year, multi-phased vision to modern the 26-acre campus that houses City Hall, the Main Library, and Public Safety Headquarters.
- Completion of the new Lakewood Branch Library scheduled to open soon, as well as additional library facility modernization efforts.
- Multiple Parks Improvements include new and renovated public parks, playground equipment upgrades, and Community Center grounds renovation.
- Caltrain Grade Separations at Mary, Bernardo, and Sunnyvale avenues to improve safety for travelers, improve bicycle and pedestrian pathways, and decrease traffic delay and noise from the railroad gates.
- Active Transportation and Vision Zero projects such as bike lanes, curb extensions, crossing upgrades, protected bike lanes, Safe Routes to School, trails, and safer roads citywide.

To discover more about Sunnyvale and the Public Works Department, visit: <https://www.sunnyvale.ca.gov/>

## THE IDEAL CANDIDATE

The City of Sunnyvale seeks an accomplished, well rounded public works professional who inspires excellence and delivers exceptional results. The ideal candidate will be an engaged, people first leader who thrives in a collaborative, innovative, and high performing organization. The next Public Works Director will join a dedicated and collegial Executive Team that embraces a one city philosophy and works collectively to advance the City Council's strategic priorities.

The new Director will bring technical knowledge and/or experience in the department's five divisions including public works operations, parks, engineering, planning, water, and infrastructure maintenance. With a strong understanding of local government operations and extensive experience overseeing complex, multimillion dollar budgets and projects, the ideal candidate will lead the department in achieving its collective goals.

Success in Sunnyvale requires a refined set of leadership skills from adaptability, execution, time and conflict management to communication and personnel management skills. The individual selected for this role will apply these skills by communicating effectively with diverse groups, organizing and synthesizing departmental information, and strengthening the effectiveness of relationships, services, and programs. This solutions oriented leader will help the organization "get to yes" by leveraging their strategic problem solving skills, offering new perspectives, and partnering with their team and other departments to deliver results.

In addition to the attributes previously mentioned, the ideal candidate also will be:

- Politically astute with sound judgment and decision making
- Hands-on, ethical, and accountable
- Empathetic, emotionally intelligent, and inclusive
- Professional and approachable
- Self-motivated, self-aware, and forward-thinking
- Resilient and adaptable in a dynamic environment
- Visible in the organization and community

### Key Priorities and Opportunities:

- Learn the department's major initiatives and lead the delivery of high-quality projects on time and within budget.
- Ensure the delivery of timely and high-quality public services that support the City's mission of building trust through the provision of exceptional services.
- Improve project awareness and success through thoughtful, well-timed communication that informs stakeholders on phase completion as well as possible project impacts before they occur.
- Organize and summarize information for effective decision-making by the City Manager and Council.
- Reset departmental expectations for performance management, strengthen accountability, and build a high-performing, solution-oriented, and cohesive departmental culture.
- Enhance cross departmental collaboration, ensuring the Public Works Department is responsive to internal needs, follows through on requests and status of projects, and exemplifies the one-city philosophy.

Highly qualified candidates will have seven years of progressively responsible experience, with at least four years in a senior level management position along with a bachelor's degree in public administration, civil engineering, engineering, urban planning, or related field. A Master's degree in the same and public sector experience is desired.



## COMPENSATION & BENEFITS

The salary range is \$330,891 - \$397,069; placement within the range will be DOQE. The city offers the following excellent benefits:

**Work Schedule:** Flexible schedule options as operations permit, including an optional 9/80 schedule with alternating Fridays off and potential for a teleworking schedule of up to two days per week, available no sooner than after the first 90 days.

**CalPERS Defined Benefit Pension:**  
Classic Tier 1 members 2.7% @ 55 (employees hired by Sunnyvale before 12/23/12) – Employees pay the 8% employee contribution.

Classic Tier 2 members 2% @ 60 for employees hired by Sunnyvale on or after 12/23/12 – Employees pay the 7% employee contribution.

PEPRA members 2% @ 62 – Employees pay 50% of the normal cost, up to the annual PERS-able salary limit. The FY 25/26 contribution is 7.5% up to \$186,096 of salary. The City does not participate in Social Security; however, it does 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 employees 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 of \$175,000. Employees have the option to purchase supplemental life/AD&D insurance for up to \$250,000.

**LTD:** Long-term disability coverage of 67% of monthly salary to a cap of \$11,000.

**Annual Leave:** Starts at 21 days (accrual tier negotiable).

**Management Leave:** 70 hours of Management Leave are granted each payroll calendar year for any leave purpose (pro-rated for new hires).

**Holidays:** 11 paid holidays per calendar year + 30 hours of floating holiday leave (pro-rated for new hires).

**Vehicle allowance:** \$450 per month.

**Cell Phone allowance:** \$40 per month.

**Relocation Assistance:** Available subject to program limits and IRS rules.

**Mortgage Assistance:** The City's program provides a low-interest rate loan with a 45-year amortization period, requires a 5% down payment, and allows a loan amount up to 10 times the annual salary. To qualify, a home can be purchased within City limits during the first two years of employment.

## APPLICATION & SELECTION PROCESS

The closing date for this recruitment is **11:59 pm on Sunday, May 17, 2026**. 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).



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TERI BLACK & COMPANY, LLC  
[www.tbcrecruiting.com](http://www.tbcrecruiting.com)

After the closing date, resumes will be screened against the criteria outlined in this brochure. Applicants with the most relevant qualifications will immediately be granted preliminary interviews by one of the recruiters. Candidates deemed most qualified will be invited to interview with Sunnyvale in June. Selection is anticipated shortly thereafter, following the completion of extensive background and reference checks on the top candidate. Please note that references will not be contacted until the end of the process and, at that time, will be done in close coordination with the candidate impacted.



# Sunnyvale