



Council Meeting: December 10, 2013

SUBJECT: Discussion and Possible Action to Select the Interview Panel Members for the City Manager Recruitment Process

BACKGROUND

The City Council selected the firm of Avery and Associates to manage the recruitment process to select a new City Manager for the City of Sunnyvale. The process identified is similar to what was used in the selection of the current City Manager, Gary Luebbers.

The interview panels used in the 2008 recruitment process and approved for this current recruitment includes the following:

Panel 1: City Department Directors. All Department Directors will be invited to participate as panelists. The City Attorney will also be invited to participate.

Panel 2: Employee Organization Representatives: Each of the six City recognized employee organizations will be asked to provide one representative to this panel.

Panel 3: Community Panel: Selected community representatives.

Panel 4: Business Leaders Panel: Selected business representatives.

Panel 5: City Council

Community members and business leaders were invited to participate on panels 2 and 3, and the application deadline was November 12, 2013. The Communications Officer prepared an article for the Sunnyvale Sun that was published on October 11, 2013, as well as an article in the October 2013 City of Sunnyvale Quarterly Report. Staff also posted the information on the City's website and contacted the local Rotary, Lions Club and Neighborhood Associations. We also used our online channels to include a banner on our City's homepage and multiple facebook, twitter and Google+ postings. With this outreach effort we received a total of 24 applications for participation.

The Mayor's Sub-Committee met on December 3, 2013 to review the applications and have brought forward their recommendation to the City Council.

EXISTING POLICY

Section 800 of the Sunnyvale City Charter states, in part, “The City Manager shall be chosen by the City Council on the basis of his/her executive and administrative qualifications.”

CEQA REVIEW

N/A

DISCUSSION

Based upon the initial review by the Mayor’s Sub-Committee the following individuals are recommended to serve on the interview panel for the selection process of a new City Manager:

Business Leaders:

Patricia Castillo
Howard Chuck
Robert Lawson
Joe Antuzzi
Don Eagleston
Kerry Haywood
John Howe

Community:

Terry Fowler
Barbara Fukumoto
Melinda Hamilton
Russell Melton
Misuk Park
Glenn Hendricks*
Gustav Larsson*

*Based on the election results, it is recommended that the resident panel also include the newly elected members of the City Council.

FISCAL IMPACT

There is no fiscal impact associated with the approval of the candidate interview process for the new City Manager.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

ALTERNATIVES

1. Approve the interview panel members as recommended by the Mayor's Sub-Committee.
2. Approve a modified list of the panel member participants from the recommendations listed above.

RECOMMENDATION

Staff makes no recommendation.

Prepared by:

Teri Silva, Director, Human Resources

Approved by:

Gary M. Luebbers
City Manager

Attachments

- A. Community Panel Applications Received

COMMUNITY PANEL APPLICATIONS RECEIVED

<u>PANELIST NAME</u>	<u>PANELIST CATEGORY</u>
Patricia Castillo	Resident and Business
Howard Chuck	Resident and Business
Steve Hoffman	Resident and Business
Robert Lawson	Resident and Business
Joe Antuzzi	Business
Raj Bhanot	Business
Don Eagleston	Business
Gary Gold	Business
Kerry Haywood	Business
John Howe	Business
Henry Alexander III	Resident
Ann Anderson	Resident
Terry Fowler	Resident
Barbara Fukumoto	Resident
Prakash Giri	Resident
Gilbert Gonzalez	Resident
Melinda Hamilton	Resident
Michael Knaebel	Resident
Richard Kolber	Resident
Russell Melton	Resident
Diane Moglen	Resident
Landon Noll	Resident
Misuk Park	Resident
Meridee Wendell	Resident