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20
years

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EXECUTIVE SEARCH

City Manager
CITY OF PITTSBURG, CALIFORNIA

PITTSBURG PRIDE

The City of Pittsburg is a culturally rich and diverse community of over 76,000 residents and expected to grow to 90,000 in the next 20 years. Pittsburg is located in the Bay Area Region of Northern California and is perfectly located for easy access to San Francisco, Napa Valley, Sacramento, the foothills of the Sierra Nevada Mountains, and Lake Tahoe. Pittsburg City Hall is conveniently located within a short walk from the Pittsburg Center Station of the Bay Area Rapid Transit System (BART), making a commute from cities throughout the Bay Area very easy.

Pittsburg has waterfront homes, two performing arts theaters, a variety of seasonal events, an extensive park system, a large public-school system, and a variety of shopping centers. The recently renovated Marina is also an ideal place to visit and is located within steps of the Old Town shopping district and downtown living, with nearly 600 boat slips, a free public boat launch, fuel dock, café, wine bar, bait shop, and the Pittsburg Yacht Club.

The City is committed to supporting long-term projects that will drive **economic development** and enhance quality of life.



Among these transformative efforts are some of the largest infrastructure projects in the City's history, including the recently approved Pittsburg Technology Data Center Campus.

Pittsburg has featured such events as festivals, car shows, movies in the park, kayaking, and fishing derbies. With its commitment to a quality community environment, Pittsburg is an ideal city in which to live, work and recreate.

For more information, please visit the City's website at <https://www.pittsburgca.gov/>.

THE ORGANIZATION

The City of Pittsburg is a full-service city following the council-manager form of government. The City Council appoints the City Manager and the City Attorney; the City Clerk and the City Treasurer are elected. The Council and City staff enjoy a positive and mutually respectful relationship.

Pittsburg's overall budget for FY 25/26 is \$248.6 million and a General Fund budget of \$62.8 million with a staff of 312 FTEs. The City's government consists of the following departments: City Manager's Office (Administration, Information and Communications Systems, and Environmental Services/Solid Waste), Community and Economic Development (Building, Planning, Economic Development, Code Enforcement, Pittsburg Power Company/Island Energy), Community Services (Community Development Block Grant, Housing Authority, the Successor Agency to the former Redevelopment Agency), Recreation, Human Resources, Finance, Police, and Public Works (Engineering, Operations/Maintenance, Utilities, Facilities, Parks, and Water



Treatment). Fire services are provided under contract by the Contra Costa Fire Protection District.

Fiscal responsibility is a cornerstone of the City's governance. The City develops the annual budget under the guidelines of the City's **Fiscal Sustainability Ordinance** and maintains the equivalent of 30% of General Fund Operating Expenses in reserves. In addition, the City maintains a 20-year forecast to project for future fiscal measures necessary for operations.

THE CITY MANAGER'S OFFICE

The City Manager and **City Manager's Office (CMO)** lead in the administration of City operations and execution of the City Council's goals and priorities determined in its annual **Strategic Plan**. The City Manager provides information to the City Council, makes policy and legislative recommendations, strategically addresses current and future needs of the community, oversees the annual Operating Budget and fiscal health of the City, and guides content in City Council and subcommittee meetings. The City Manager also serves as the Director of Emergency Operations and Executive Director of the Pittsburg Arts and Community Foundation, the Pittsburg Power Company, the Successor Agency, and the Housing Authority of the City of Pittsburg.

Priorities for the City Manager include: 1) Manage the City Manager leadership transition to reduce uncertainty and maintain organizational stability; 2) Provide strategic leadership to advance the Council's Economic Development vision; 3) Expand Pittsburg Power; 4) Establish strategies to address infrastructure needs; and 5) Breakdown silos and unite Departments.

THE IDEAL CANDIDATE

The preferred candidate should be an experienced and well-respected leader with broad expertise in a full-service municipal agency and ten years in



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a leadership role. They will possess a strong understanding of finance, capitalization of projects, land use, and economic development. Desirable experience includes tenures at the City Manager or Assistant City Manager level and experience with municipal power companies and data centers. In addition, the next City Manager will possess the following traits:

- A passion for public service and belief in the potential of Pittsburg;



- A commanding presence, gravitas, and humility;
- Visionary with strong project management skills and the ability to anticipate barriers to success and pivot quickly;
- Fiscally conservative, with demonstrated experience managing municipal finances, including budgeting, forecasting, and seeking out revenue enhancing opportunities;
- Strong and compassionate leadership skills and the ability to establish the trust and respect of the Council, staff, elected and appointed officials, the community, and others encountered while serving as the City Manager;
- A proven mentor and succession planner, who empowers and builds upon the strengths of the City team;
- Engaged with the daily operation of the organization without micromanaging, holds the team accountable and raises expectations regarding the delivery of customer service;

- A solid track record of productive relationships with employee associations;
- Diplomatic, honest, empathetic, and ethical, with high moral standards; direct, assertive, straightforward, and doesn't shy away from confrontation or difficult conversations.
- Candid and politically astute while operating in an apolitical and objective fashion; able to develop and maintain the unwavering trust of the City Council by being fair, impartial, candid, and transparent; responsive and respectful while implementing Council policy direction; and offering honest and frank advice that reflects community interests and best practices for innovative municipal governance; has the strength of character to say no when necessary and offer alternative courses of action.
- Proactive in addressing concerns and staying in ahead of potential issues;
- Visible, authentic, believable, building trust throughout the organization and with the community;
- A solution-oriented and strategic thinker with strong problem-solving skills who is collaborative, flexible, adaptable, and creative;
- Excellent communicator with the ability to explain and define complex issues in plain language to the Council, staff, and the public; communicates concisely and efficiently; open-minded and willing to set aside personal opinions to listen to others;
- Responsive to the public and engaged in the community; values public participation and seeks community buy-in;

- Business-friendly, with strong negotiation skills to bring in economic development, ensure community benefits, and negotiate agreements in the best interest of the City now and into the future;
- Engaged regionally and collaborates with regional partners while positioning the City as a regional leader;
- Clear, calm, and decisive; and
- An inclusive mindset and infuses diversity, equity, and inclusion in all aspects of the role; possesses a high degree of emotional intelligence and is sensitive to the multicultural environment and diverse needs of the City's residents and business owners.

Additionally, successful candidates will demonstrate the City's **Continuing Values** of integrity, trust, commitment, respect, pride, continuous learning, and partnership.

EXPERIENCE/EDUCATION REQUIREMENTS

Qualified applicants must possess a Bachelor's degree in public administration or a related field supplemented by six years of administrative or managerial experience in an operating or staff agency in government or private industry in work requiring knowledge of personnel, budgeting, purchasing, and related central services. A Master's degree in public administration is desirable.

Possession of, or ability to obtain, a valid Class C California driver's license and proof of auto liability insurance is required.



THE COMPENSATION PACKAGE

The annual salary range for the current incumbent is \$305,796. The City Council will negotiate the starting salary with the new City Manager based on education, experience, and other qualifications.

The City offers the following excellent benefits:

CALPERS DEFINED BENEFIT PENSION:

- **Classic members** 2% @ 60 - Employee contribution is 9%.
- **PEPRA members** 2% @ 62 - Employees pay the full 8.25% employee contribution.

SOCIAL SECURITY / MEDICARE:

The City participates in Social Security and the employee contribution is 6.2% of salary up to \$176,100. The employee Medicare contribution is 1.45%, plus 0.09% when wages exceed \$200,000/year.

401A PLAN: Funded with 80 hours of vacation which is converted annually.

RELOCATION ASSISTANCE: Negotiable

AUTO ALLOWANCE: Negotiable

DEFERRED COMPENSATION:

The City will match contributions up to \$150 per month.

SEARCH SCHEDULE

Filing Deadline: September 14, 2025

Preliminary interviews: September 23 & 24, 2025

Meeting to review candidates: October 6, 2025

Interview Panel: October 20, 2025

Final interview: October 21, 2025

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

HEALTH INSURANCE:

- **Medical Benefits** – Kaiser or Anthem PPO. The City pays 100% of the Kaiser premium for employee and eligible dependents.
- **Retiree Health Savings Plan (RHS)** – City & employee contribute \$75 per mo..
- **Dental & Vision** – Delta Dental & VSP with 100% of the premium for the employee and eligible dependents paid by the City.

LIFE INSURANCE / AD&D: City paid basic life/AD&D insurance equal to 1.5% x annual salary up to \$250,000.

LTD / SALARY CONTINUATION: After 180 day waiting period, City paid long-term disability coverage of 60% of monthly salary to a cap of \$15,000.

TUITION REIMBURSEMENT:

Up to \$2,700 per calendar year.

ANNUAL LEAVE: Vacation up to 28 days (accrual tier negotiable) with buy back available; 96 hours admin leave; 24 hours floating holiday; and 13 paid holidays.

SERVICE ACHIEVEMENT PLAN: Every five years on the employee's anniversary, employee will be credited with additional vacation time up to 80 hours.

SICK LEAVE INCENTIVE PLAN: 4 hours credited to vacation leave with no sick leave used during any payroll year quarter.

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.

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