The City Manager will encourage an open and transparent relationship with the City Council, community, and staff. This role requires consensus and agreement on difficult or emotional topics. The City Manager must provide ideas with competence, creativity, ethical leadership, good judgment, and sensitivity.

The City Manager's role involves being an advisor to the Mayor and City Council, and staff. This role requires the City Manager to serve as a consultant and advocate, motivating, and coaching staff. The City Manager will need to manage the needs of a diverse population, the fiscal needs of the City, and input from community groups and commissions. The City Manager will need to manage the needs of a city that has built a solid reputation for professionalism, competence, and ethics.

The City Manager will be an experienced professional with outstanding communication, interpersonal, and managerial skills, who is willing to work collaboratively to find common ground. The City Manager should have experience leading, managing, coordinating, and working with the City Council, local communities, development interests, and potential developers. The City Manager should be politically savvy and provide ideas with competence, creativity, ethical leadership, good judgment, and sensitivity.

The City Manager should possess a Master's degree in public or business administration, or related field, or equivalent City Manager experience. In addition, the City Manager will need to manage the needs of a city that has built a solid reputation for professionalism, competence, and ethics. The City Manager will need to manage the needs of a city that has built a solid reputation for professionalism, competence, and ethics.

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THE COMMUNITY

Located at the southern tip of the San Francisco Bay, the City of Milpitas is a progressive community that is an integral part of the high tech Silicon Valley. With a very diverse resident population of 75,561, the City of Milpitas sees the role of every employee as being committed to accomplishing the community’s vision by providing fiscally sound, superior services.

Milpitas is the 8th fastest growing city in the United States according to the US Census Bureau and the 2nd fastest growing in California. We are home to an industrious and well educated community with an average household income exceeding the County average. The homeownership rate is close to 70% with recent home sales averaging $925,000, but remaining affordable relative to the majority of Santa Clara County.

Milpitas is often called the “Crossroads of Silicon Valley” with most of its 13.63 square miles of land situated between two major freeways (I-880 and I-680), State Route 237, and a County expressway. With existing light rail and a BART extension opening in 2018, the transit hub adjacent to the Great Mall of the Bay Area has facilitated high density transit oriented development with over 1,000 units being built. There are approximately 1,790 acres, or 2.9 square miles designated for various industrial uses. There are eight existing industrial parks and 550 manufacturing plants in Milpitas.

An additional 350 acres are dedicated to regional and community retail centers supporting 3.5 million square feet of commercial shops. The Great Mall of the Bay Area is the largest enclosed mall in Northern California, with approximately 1.1 million square feet of leasable space for retail and entertainment operations. Several local shopping centers service regional needs including Asian-oriented retail and services. The City provides a multitude of outstanding recreational opportunities, including aquatics, cultural arts and theater, sports leagues and activities, youth programming, senior activities and services, 34 parks, and 20 special events a year.

THE ORGANIZATION

Incorporated in 1954, Milpitas is a general-law city under a council-manager form of government.

The Milpitas City Council is the decision-making body that appoints members to many commissions that serve in advisory capacities. The Mayor is an elected position, as are the four council seats. Mayors serve two-year terms; council members have four-year seats.

The City of Milpitas is a full service City with water utility, sewer utility, police and fire services. The City Council makes the ultimate planning and policy decisions for residents, and oversees the City's budget in excess of $195 million with 339.25 budgeted full-time employees and approximately 250 seasonal/part-time employees. There are 14 advisory commissions on which residents can participate – the Planning Commission, Arts Commission, Veterans’ Commission, Library Advisory Commission and Senior Advisory Commission to name a few. Some of the main issues challenging the City Council and Commissions are development impacts, affordable housing, quality of life, and traffic/parking.
THE POSITION

The Milpitas City Council is seeking an experienced candidate with unquestionable ethics and integrity to serve as City Manager. The individual selected will have solid leadership, management, organizational, and financial skills. The City Manager will be politically savvy and provide sound recommendations to the City. The Milpitas City Manager will assume leadership of a City that has built a solid reputation for professionalism, competence, and customer service which meet the City’s Strategic Plan Values.

KEY ISSUES AND PRIORITIES

The City Council identified top priorities for the City Manager to be prepared to address.

Ethical Leader
The City Manager is expected to serve as a consultant and advisor to the Mayor and City Council, and staff. This role must provide ideas with competence, creativity, ethical leadership, good judgment, and sensitivity.

Team Builder
The City Manager acts as the conduit between the City Council and staff. This position needs to be able to build consensus and agreement on difficult or emotional topics, while maintaining a neutral stance, acting on behalf of the needs of the City.

Community Oriented
Milpitas is a dynamic and customer-focused community. The City Manager needs to be open and approachable to the community. The City Manager will consider the current and future needs of the City in challenging decision making processes on issues such as economic development, land use, affordable housing, public safety, and infrastructure.

Fiscally Prudent
The City Manager is a key member of the City’s budget team and will ensure that the City’s spending habits and pension obligations align with the City Council’s direction.

THE IDEAL CANDIDATE

The City Manager will need to manage the needs of a diverse population, the fiscal needs of the City, and input from community groups and commissions.

Skilled Negotiator
The City Manager should have experience leading, motivating, and coaching staff. The City Manager will oversee collective bargaining negotiations with five bargaining units. In addition, the City Manager will need to negotiate effectively with developers and community groups.

The City Manager will be an experienced professional with significant leadership experience in a diverse and complex organization. The City is looking for an executive with outstanding communication, interpersonal and managerial skills, who is willing to work collaboratively to find common interests and develop effective solutions. The City Manager will encourage an open and transparent relationship with the City Council, community, and staff.

The City Manager should possess a Master’s degree in public or business administration, or related field, or equivalent City Manager experience. In addition, the City Manager will possess 4-7 years of progressively responsible management experience in a local government setting. Experience as a City Manager and/or Assistant City Manager preferred. Requires skills in economic development, current and long-range planning, labor relations, finance, and budgeting.
THE COMPENSATION

The salary is open and subject to negotiation based on education and experience. The City offers an excellent benefits package, which currently includes:

RETIREMENT Membership in PERS (2% at 60 or 2% at 62, with three year average salary);

MEDICAL INSURANCE Choice of CalPERS Medical Plans. City provides full family coverage up to the Kaiser rate at no cost to employee.

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

LIFE INSURANCE $50,000 term policy.

DISABILITY INSURANCE City provides paid short- and long-term disability insurance.

DEFERRED COMPENSATION City contributes $75 per month on the employees behalf.

VACATION Employees earn 16-36 days of vacation based on years of service.

HOLIDAYS Employees receive 12 paid holidays and one (1) floating holiday.

MANAGEMENT LEAVE Employees accrue five (5) hours for each full pay period worked.

SICK LEAVE Employees earn 12 days annually.

TUITION REIMBURSEMENT Employees are eligible to receive up to $ 1,400 per fiscal year in tuition reimbursement.

OTHER BENEFITS The City also offers a flexible benefits plan, employee assistance program, paid retiree medical insurance, and other voluntary insurance.

THE CRITERIA

Appointment will be based on best fit, competency, education, training and experience as it relates to the position of City Manager. The candidate will need to successfully complete a thorough background check, fingerprinting, and comprehensive reference checks prior to appointment.

THE RECRUITMENT PROCESS

Candidates shall not have direct contact with the City Council and union leadership during the recruitment process.

To apply, please submit application, resume, and cover letter online at www.calopps.org or to the Human Resources Department, City of Milpitas, 455 E. Calaveras Blvd. Milpitas, CA 95035, (408) 586-3090.

This position is Open Until Filled. However, first consideration will be provided to candidates who apply by November 15, 2017.

TENTATIVE SEARCH SCHEDULE

<table>
<thead>
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<th>Process</th>
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<tbody>
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<td>Application Review</td>
<td>11/15/2017</td>
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<tr>
<td>Panel Interviews</td>
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<tr>
<td>Interviews with Council</td>
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