




ALLIANCE
RESOURCE CONSULTING LLC

City Attorney
City of Milpitas, CA

About Milpitas

Located at the southern end of San Francisco Bay, the City of Milpitas is a progressive community that is an integral part of Silicon Valley. Often referred to as the Crossroads of Silicon Valley, the City is situated between major thoroughfares in the Bay Area and considered a highly desirable location for world-class technology companies seeking to build a central base of operations. With the addition of the new Milpitas Transit Center offering BART, light rail, and bus service, and multiple new mixed-use development projects, along with a host of new City Plans and Programs in support of an inspiring and sustainable future, the City is at the forefront of building the next generation economy.

Milpitas has a large and diverse offering of retail stores and restaurants, mostly concentrated in suburban-style shopping centers. Milpitas has major regional retail destinations that attract shoppers from beyond the city. The largest centers are the Great Mall, a 1.4 million square foot super-regional mall, and McCarthy Ranch, a 415,000 square foot power retail center.

With over 40,800 jobs and 39,600 employed residents, Milpitas is a jobs rich community. The two largest employers in Milpitas are Cisco Systems with over 3,000 employees and KLA with over 2,000 employees. Other major employers are, Flex, Headway Technologies and Milpitas Unified School District. One of the largest bioscience companies in the world, BD Biosciences, relocated to Milpitas in 2022 through significant investment including 1,000 new employees. Rivian is an American electric vehicle manufacturer and automotive technology company who will open its Last Mile Hub in Milpitas (Quarter 4 2025) and is expected to generate substantial revenues through an Economic Development Incentive Agreement. Several of these top employers have made Milpitas their corporate headquarters location. According to WalletHub (October 2020), Milpitas tied for a #1 ranking with the Highest Regional GDP, ranked #2 for Small Cities with the Highest Growth, ranked #4 for Overall Ranking, ranked #5 for Jobs and Economy, and #6 for Socio-demographics categories.

Milpitas' neighborhoods are dotted with over 20,000 households and well-placed parks. Thirty-seven city parks are maintained by Milpitas, including one dog park and 21 tennis courts. The City provides a multitude of outstanding recreational opportunities, including aquatics, cultural arts and theater, sports leagues and activities, youth programming, and senior activities and services.

Approximately 64% of Milpitanians own their own home. The median gross rent in Milpitas is \$2,762. The median price of a single family residence as of February 2022 in Milpitas is \$1,583,000.

The Milpitas Unified School District operates ten elementary schools (K-6), two middle schools (7-8), two high schools (9-12), one continuation high school, and one adult education school. The district serves over 10,000 students as a Pre K-12 grade school system.

A full-service city with water utility, sewer utility, police and fire services, Milpitas is a flourishing community with a very diverse and inclusive resident population of over 80,000. The City of Milpitas operates under a Council-Manager form of government, establishing the five member City Council as the legislative and executive body.

The City Attorney's Office

The Office of the City Attorney (Office) supports the City of Milpitas, a general law city, with litigation, transactions, risk management, and other legal support. The Office provides cost effective legal representation, analysis and guidance to the City Council and City staff at the highest level of professionalism. The Office provides general legal advice and services to the City Council, RDA Successor Agency, Housing Authority, Finance Authority, City Commissions, City Manager, City departments and other entities as approved by City Council. The City Attorney's Office prepares or approves as to form all proposed ordinances, resolutions, agreements and amendments thereto. The Office negotiates and drafts complex agreements, including at times development agreements with developers. This Office oversees the City in litigation and supervises the litigation of the Pooled Liability Assurance Network Joint Powers Insurance Authority appointed counsel. This department also provides guidance in personnel matters.

The City Attorney's Office works closely and in strong partnership with the City Manager's Office to advance the City Council's goals and community needs. The City Attorney's Office does not generally handle criminal matters and does not provide legal advice to private citizens. The City Attorney's Office has a FY 2025-26 budget of \$1.4 million with a total of three staff and manages contracts with law firms for issues that cannot be completed in-house, such as complex litigation and legal theory/analyses.

The City Attorney manages all City legal activities, including civil litigation, whether performed by inhouse staff or outside counsel. Responsibilities also include personally handling sensitive and complex legal matters and rendering advice and opinions to the City Council, Boards and Commissions, the City Manager and others. The City Attorney is accountable for accomplishing departmental goals and objectives and for legally supporting the Citywide goals and objectives within general policy guidelines.

The Opportunity

The City of Milpitas is entering an exciting new era built on financial and economic stability, experienced and highly regarded leadership and a committed and hardworking workforce. There is a sense of optimism about its smart growth plans supported by an engaged community. The City is seeking seasoned municipal attorneys with a proven track record of success to apply to be its next City Attorney and join this wave of positive change.

The City Attorney acts as legal advisor to, and counsel for, the City Council, Mayor, City Manager and City departments; performs difficult and responsible professional civil and criminal legal work for the City, its agencies, boards and commissions; plans, organizes and directs activities of the City Attorney's Office and performs related work as required. This is an at-will position that serves at the pleasure of the City Council.

Top areas of focus will be:

- ▶ **Leadership** – Embrace the opportunity with the City by quickly demonstrating expertise and proactively analyzing the latest legislation, introducing best practices, and implementing policy and procedure enhancements.
- ▶ **Management** – Manage the City Attorney's team with an open and engaging style, focusing on strengthening and developing staff capabilities.
- ▶ **Communication** – Build strong communication channels with the City Council, the City's executive team, staff, and city departments. Effectively communicate with stakeholders. This includes presenting complex matters concisely, informatively, and in easily understandable terms.
- ▶ **Project Management** – Oversee the office's daily operations with a hands-on approach, maximizing in-house capabilities. Additionally, manage external counsel for all employment-related claims.
- ▶ **Networking** – Actively engage with local peer cities, cultivate regional partnerships across Santa Clara County and surrounding counties, and collaborate with state-level entities. Foster and sustain these professional relationships by representing the City at relevant conferences.
- ▶ **Problem Solving** – Maintain the ability to interpret the law and identify policy options in support of City Council priorities and/or community goals.
- ▶ **Minimize Risk** – Maintain best practices with risk management in all areas where the City Attorney provides legal guidance, direction, and/or support.



The Ideal Candidate

The ideal candidate will be a highly experienced and versatile municipal attorney who excels at collaborative problem-solving, process improvement. The ideal candidate also needs to come in equipped and experienced, with the ability to hit the ground running. This individual must have a proven track record of fostering fair and balanced support/treatment for the full council with impartial legal advice and analysis. This person will provide equal, objective, and consistent information with each elected official. They will readily earn trust, demonstrate a hands-on approach, and be an active, insightful listener. This individual must not only be capable of managing a legal department but also guiding and establishing procedures and processes in a forward-thinking manner for long-lasting success.

The ideal City Attorney will be a credible and empathetic leader who genuinely enjoys engaging with people. This individual will be unbiased, politically astute, and committed to driving continuous improvement both internally with staff and externally across City-wide initiatives. Lastly, the selected City Attorney will value the importance of upholding confidentiality in all matters with elected officials and staff where appropriate.

Ideal Experience, Education and Certifications

- ▶ Experience: Ten (10) years of experience practicing law with at least five (5) years of substantial municipal or county law experience in the State of California and includes at least four (4) years' experience at a management level in a governmental legal office.
- ▶ Juris Doctorate degree from an accredited school of law.
- ▶ Active membership in the State Bar of California.
- ▶ Possession and maintenance of a valid California Driver's License is required.

Compensation

The annual salary range for this position is \$340,000 to \$400,000 and will be dependent upon the qualifications and experience of the selected candidate.

In addition, a competitive benefits package is provided which include: vacation (with cash out option), management incentive pay, management leave, sick leave, twelve City observed holidays plus floating holiday, additional leave (compassionate, military, jury duty, unpaid leave, workers' compensation, birth and adoption, FMLA/CFRA), health plans, tuition reimbursement, car allowances and fitness program.

For a detail description of the benefits please visit: [Milpitas Unrepresented Employee Benefit Handbook](#)

How to Apply

Please apply **on-line** by **August 1, 2025** at www.allianceRC.com. Qualified candidates must be available on **August 15, 2025** for first round video interviews with the Selection Subcommittee and on **August 19, 2025** for second round in-person interviews with the full City Council. For questions, inquiries or candidate recommendations, please contact:

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