CITY OF
Fremont





Assistant City Attorney

City of Fremont

THE COMMUNITY

Centrally located and serving as the eastern anchor of the San Francisco Bay Area and Silicon Valley, the City of Fremont (population 233,974) is the Bay Area's fourth largest city and a vibrant center of innovation, culture, and community life. Once an agricultural hub of five small towns, Fremont has evolved into a leader in technology and advanced manufacturing, while maintaining the feel of a connected, diverse, and strategically urban community.

Spanning 92 square miles, Fremont is home to more than 42 million square feet of office, R&D, manufacturing, and warehouse space. Over 1,200 cutting-edge companies in clean technology, life sciences, and advanced manufacturing—including Tesla, Bloom Energy, Lam Research, Thermo Fisher Scientific, Quanta Computer, and Western Digital—call Fremont home. The Fremont Innovation District continues to attract start-ups and entrepreneurs, with hundreds of millions of dollars in venture funding fueling new ideas and growth.

Fremont offers an exceptional quality of life. The City is one of the most diverse in the country, with more than 80 percent of residents identifying as members of minority communities. The community enjoys a high rate of homeownership, excellent public schools, safe neighborhoods, and one of the lowest unemployment rates in the region. Nearly 63% of residents hold a bachelor's or advanced degree. Fremont's livability is recognized nationwide. WalletHub rated it the best place to raise a family in the nation, and it is also recognized as the "Happiest City in the U.S."

Fremont's connectivity within the Bay Area is unmatched. The City's two BART stations link Fremont directly to both San Francisco and the heart of Silicon Valley by rail. Investment in the Warm Springs area is driving both employment and housing growth, while downtown Fremont is transforming into a vibrant, walkable mixed-use district.

Fremont became the first City nationally to earn the SolSmart Platinum designation, affirming its leadership in solar energy deployment and climate action. The League of California Cities also awarded Fremont top honors for climate action initiatives.

An innovative, high-tech city with a strong economy, diverse community, and enviable quality of life - Fremont is a city on the move and a model for the future of the Bay Area.

An innovative, high-tech City with a growing economy and a vibrant community life, Fremont is a City moving forward.

CITY GOVERNMENT

Incorporated on January 23, 1956, Fremont is a general law city operating under a Council-Manager form of government. The City Council consists of one Mayor elected at large, and six Councilmembers elected by district. Together, the City Council adopts the City budget and makes all major policy decisions.

The City Council appoints both the City Manager and the City Attorney. City departments include: City Attorney's Office; City Manager's Office; Community Development; Community Services; Economic Development; Finance; Fire; Human Resources; Human Services; Information Technology Services; Maintenance Operations; Police; and Public Works. The City Council is also assisted in its duties by a variety of advisory boards, commissions, and committees, whose members are appointed by the Mayor, subject to the approval of the Council.

Fremont maintains a workforce of approximately 994 full-time equivalent (FTE) positions and is an employer that values its people, creativity, quality service, integrity, open communication, mutual respect, and diversity. City employees find their work challenging, and most importantly, enjoy the chance to make a difference through public service.

Fremont operates under an adopted FY 2026-27 General Fund Budget of $289.1 million and a total Citywide Budget of $427.1 million. The City is committed to financial stability and continues to maintain expenditure levels that are supported by projected ongoing resources. The City also has healthy financial reserves with a total General Fund reserve level of 18.1% and a budget that provides a sensible combination of funding to maintain future service levels.

Fiscal discipline and wise stewardship have served the municipality well over the years and remain core elements of the City's philosophy. Fremont continues to dedicate resources to important economic development, capital projects, and legislative advocacy initiatives while remaining committed to fulfilling the City Council's vision that Fremont will be a strategically more urban, vibrant, sustainable, well-designed, diverse, and globally connected economic center anchored by strong neighborhoods, community pride, an involved citizenry, and an outstanding quality of life.

To learn more about Fremont, visit: https://www.fremont.gov/.

CITY ATTORNEY'S OFFICE

Mission

To effectively utilize available resources to provide excellent legal and risk management services, consistent with the highest professional and ethical standards, to the Mayor and City Council, City departments, and boards and commissions, with the goal of protecting and advancing the City's interests.

The City Attorney's Office has a FY 2026-27 budget of approximately $18.1 million and is supported by ten talented team members who provide a full range of legal and risk management services to the organization. The office supports all aspects of the City's mission by providing legal advice and opinions, and drafting and reviewing contracts, ordinances, resolutions and other documents needed to accomplish the City's goals and policies.

The City Attorney serves as chief legal counsel and is responsible for administration of all legal affairs of the City. Staff attorneys provide full legal services to the City and advise the commissions, boards, and all City departments on matters such as land use and environmental regulations, special development projects, potential liability for City actions, and compliance with federal and state laws, as well as employment laws. The office assists in negotiating complex agreements, including labor and multi-jurisdictional agreements, public/private partnerships, and land use and development agreements.

The office represents the City's legal interests before judicial and administrative agencies and prosecutes code enforcement matters. It also provides risk management services to the City through its Risk Management division that is responsible for claims administration and defense, workers' compensation administration, and employee safety training.

THE POSITION

The anticipated departmental assignments for the Assistant City Attorney include Communications & Legislative Affairs, Economic Development, Finance, Fire and EOC, Maintenance Operations, and Public Works, depending on the selected candidate's experience and/or departmental needs. Areas of practice include general municipal law, contracts, impact fees and taxes, elections, open government, and ethics. While direct experience in these areas is preferred, individuals with a solid foundation in municipal law who demonstrate an interest and a willingness to immerse themselves in these practice areas will also be strongly considered.

This position serves as a liaison to the Assistant City Managers and Deputy City Manager and staffs the Economic Development, Library Advisory, and Mobility Commissions. The Assistant City Attorney will supervise a paralegal, provide additional support to attorneys, and play an important role in reviewing work product, providing guidance, and helping maintain the high standards of service for which the City Attorney's Office is known.





THE IDEAL CANDIDATE

Fremont seeks a collaborative, solutions-oriented municipal attorney who is energized by a broad and diverse portfolio of work and motivated by the opportunity to make a meaningful impact across the organization. This position is ideally suited for a seasoned legal professional who enjoys performing high-level legal work, actively engaging in the day-to-day work of the City Attorney's Office, and being part of an environment that encourages continuous learning and provides opportunities to explore and work in new areas.

The ideal candidate brings substantial experience advising public agencies on complex municipal matters and is comfortable managing a wide-ranging portfolio that includes executive and departmental assignments. Prior litigation experience and/or experience supporting the assigned departments is highly desirable, as is the ability to navigate sophisticated legal, policy, and organizational issues with sound judgment and practical insight. This skilled professional brings experience across multiple practice areas to provide additional flexibility to support the office's broad legal responsibilities.

The ideal candidate also combines legal expertise with emotional intelligence, political acumen, effective decision-making skills, and a customer-service mindset. This respected, hands-on, approachable legal professional will work collaboratively with clients and colleagues, serving as a key resource and developing practical, effective recommendations for an array of legal issues. The successful candidate will bring a forward-thinking and solutions-oriented style and will identify ways to improve processes, remove obstacles, and make it easier for City departments to complete their work and accomplish their goals.

The selected individual will be a skilled communicator who is confident presenting complex legal information to various audiences, including advisory commissions, City executives, and, when needed, the City Council. Excellent writing and analytical skills are equally important and will be utilized frequently to conduct research, analyze information, and draft and edit a wide range of documents, including reports, briefs, ordinances, resolutions, and contracts.

Using an engaging leadership style, the selected individual will mentor and/or partner with attorneys and support continued learning and professional development opportunities. The successful candidate will embrace and contribute to the existing positive, respectful, and collegial workplace culture where attorneys and staff work collaboratively, support one another, and consistently provide exceptional service to client departments.

Any combination of education and experience that provides the required knowledge and skills may be qualifying. A typical background includes seven to ten years providing a range of municipal legal services for governmental agencies, typically, working in the office of a city attorney, county counsel, special district counsel, or a private law firm providing legal services to local government clients, along with a Juris Doctor degree from an accredited law school. Active membership in the State Bar of California is required as is a Class C California driver's license at the time of appointment and a satisfactory driving record.



COMPENSATION & BENEFITS

The annual salary range for the Assistant City Attorney is $213,064 - $287,124; placement within the range is dependent on qualifications and experience. Salary is supplemented by an attractive benefits package including:

CalPERS Retirement

- 2% at 60, for Classic members hired on or after 4/8/12 with a 7% employee contribution.
- 2% at 62, for PEPRA members hired after 1/1/13 with a 7.25% employee contribution.

City Paid Health Benefits Allowance – Monthly allowance of $3,100 towards medical (CalPERS), dental, and vision programs.

- Employees are eligible to receive up to $580 per month if the full allowance is not allocated toward health programs.

Retiree Medical – Reimbursement program available based on years of service. Consideration will be given for prior years of public service experience.

Annual General Leave – Employees accrue 128 hours of general leave initially, increasing to 188 hours after 16 years of service. Consideration will be given for prior years of public agency experience.

Management Leave – Starting at 112 hours initially, increasing to 124 hours after 11 years of service.

Bereavement Leave – Up to 5 days (40 hours) of leave.

Holidays – 13 fixed paid holidays and 1 floating holiday.

Life Insurance and AD&D – Provided coverage up to $100,000, optional supplementary insurance available at employee's expense.

Long-term Disability – City paid at 2/3 monthly salary up to $10,000 per month.

Short-term Disability – Employee paid (voluntary) monthly salary up to $2,500 per week.

Deferred Compensation Programs – The City contributes 2% of base salary to a 401(a) plan and $4,000 to a 457(b) plan annually.

Tuition Reimbursement – Up to $20,000 (based upon eligibility requirements).

Employee Assistance Program – Program provided.

For more information on the applicable benefits, please visit: https://bit.ly/3SXmRkf

TB&CO.

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APPLICATION & SELECTION PROCESS

The closing date for this recruitment is midnight on **Sunday, December 20, 2026**. To apply for this opportunity, upload a cover letter, resume, and a list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.

After the closing date, the consultants will grant preliminary interviews to applicants with the most relevant qualifications. Candidates deemed to be the best qualified will be invited to participate in additional interviews and a meeting with the City Attorney. The City anticipates making an appointment in a timely manner, once negotiations, background, and reference checks are completed. Please note that references will not be contacted until mutual interest has been established.

