

## **Exhibit “A”**

### **City of Fremont ICMA Local Government Management Fellowship Program Work Plan**

#### **About the City of Fremont, California**

Recently ranked second on the “Best Run Cities in America” list by 24/7 Wall St. and America’s third “Sharpest, Smartest City” by Reader’s Digest, the City of Fremont is a City continuing to move forward! Located on the southeast side of the San Francisco Bay, Fremont is a city of over 220,000 people with an area of 92-square miles, making it the fourth most populous city in the Bay Area and California’s fifth largest city in the area. Located within Alameda County, Fremont is situated in Silicon Valley, 20 minutes from San Jose, and only 30 minutes from Oakland. Our location off I-880 also gives you easy access to San Francisco and the rest of the Bay Area.

With its moderate climate and its proximity to major universities, shopping areas, recreational and cultural activities, employment centers, major airports, and the Bay Area Rapid Transit system, Fremont captures metropolitan living at its best.

The diverse city demographic includes many Asian ethnic groups, including Indian, Chinese and other groups. In 2001 Fremont had the largest Afghan population in the United States.

The City employs about 864 staff members and operates its own Fire and Police Departments. Water and wastewater services are provided by special districts in Alameda County.

#### **Commitment to Fellow’s Professional Development**

The City of Fremont will provide the following opportunities for the Fellow’s professional development.

- Attendance at the ICMA Annual Conference
- Attendance at the Hispanic Network Annual Conference or the National Forum for Black Public Administrators Annual conference
- Attendance at the League of California Cities City Manager’s Department Meeting
- Participation in events sponsored by the Municipal Management Association of Northern California
- Mentorship by the Assistant City Manager and Deputy City Manager
- Participation in meetings of the City Leadership Team and other meetings of management employees
- Attendance at City Council meetings

## **Management Fellow Workplan**

The Fellow will be assigned to the City Manager's Office and will be given a range of projects to provide exposure to city operations. The Fellow will report to and meet biweekly with the Assistant City Manager.

Although additional projects may be added to meet the Fellow's interests, likely projects and activities include:

- Provide Assistant City Manager significant support on the Cities two main development projects Downtown and Warm Springs including maintaining project Gantt charts.
- Work with lead staff on matters related to Land Use/Development projects.
- Identify and apply for appropriate grants in support of the Downtown and Warm Springs projects.
- Work with the Economic Development team on city-wide business recruitment and retention efforts.
- Work with the City Manager's office to research and develop a transit policy supporting Fremont's environmental sustainability efforts.
- Work with the City's Communication Manager, to provide communication and writing assistance for the City's varied communication mediums including employee newsletter, website, and Social Media and Online Engagement Program.
- Assist with at least one citywide weekend or holiday special event held during the year, such as National Night Out or the Fremont Art & Wine Festival.
- Participate in the selection process for the next Management Fellow
- Perform other duties as assigned.

## **Additional Information**

For more information on this opportunity, please contact Nancy Dias in the City of Fremont City Human Resources Department at 510-494-4663 or at [ndias@fremont.gov](mailto:ndias@fremont.gov) .

For more information on the City of Fremont government, please visit [www.fremont.gov](http://www.fremont.gov).