

The City of Gilroy

invites your interest for the position of

**ECONOMIC
DEVELOPMENT MANAGER**



vitality and a healthy respect for history make for a lively and interesting town center. Mature neighborhoods blend with newer homes to create an ambient atmosphere for residential areas, served by nearby schools, parks and churches, and just the right combination of rural and suburban amenities. Nestled between the Diablo and Santa Cruz mountains in the Santa Clara Valley, Gilroy residents enjoy mild temperatures, while missing most of the coastal fog. A state climatology report says up to 70 percent of Gilroy's days are sunny. Gilroy's central location, healthy economy, bucolic charm, and a positive quality of life make it an excellent place to live, play and work.

City Government and the Economic Development Office

The City of Gilroy is a full-service charter city operating under a Council/Administrator form of government. The Gilroy City Council is made up of seven members with four-year terms, including a separately elected mayor, who can serve any number of terms. The Mayor and Council appoint the City Administrator, City Attorney, and the City Clerk.

The City operates on a biennial budget with a projected FY 2022 General Fund of almost \$56 million and an all-funds budget of over \$174 million. An approved staff of 267 full-time employees support city operations. Gilroy takes great pride in meeting or exceeding its General Fund reserve target of 25% of annual General Fund operating expenditures.

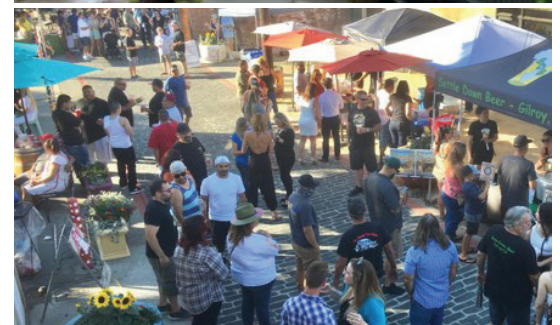
The City's Economic Development Office is a part of the City Administration Department, and the Economic Development Manager works directly with businesses as the first link to city government. They anticipate the needs of businesses and maintain a friendly and responsive environment for providing the opportunity, infrastructure, and support network in a changing economy. The Economic Development focus is dedicated to giving its partners the support it needs to thrive. With a strategic central location, talented workforce, and outstanding quality of life, Gilroy truly is "A Community with a Spice for Life" and its economic growth is built upon a foundation of innovation and creating opportunity.

The City of Gilroy

The City of Gilroy is ideally situated in south Santa Clara County, 28 miles south of San Jose and 15 miles east of the Pacific Coastline. Gilroy has emerged as a thriving city of almost 60,000 residents, with a healthy economic base consisting of food processing, wine production and retail shopping outlets. Gilroy's economy is diversified into non-agricultural commercial and industrial activities such as light manufacturing, wholesale operations, automobile sales, and large retail centers. The world-famous Silicon Valley, one of the world's most enterprising and technologically advanced metropolitan areas, is located within a 1/2-hour drive north of the city.

Gilroy is best known as the "Garlic Capital of the World." But the City is also known for its peaceful residential environment, its award-winning parks, golf course and recreation programs, and for its "urban forest." The Gilroy community has a remarkable spirit of volunteerism, which has contributed to the city being world renowned for its most famous product, garlic.

A variety of outstanding community facilities and resources have placed Gilroy high in recent surveys, which have attempted to measure the quality of life in Bay Area cities. The St. Louise Regional Hospital provides excellent health care. The Gilroy library provides 50,000 square feet of state-of-the-art library services. Gavilan Community College is known for the beauty of its campus, set in the foothills that surround the city. Downtown, new



The Position and Ideal Candidate Profile

The Economic Development Manager (EDM) will be the City of Gilroy's most active business champion and advocate, proactively focusing on the City's long-term comprehensive economic development strategy. The EDM will meet with a wide variety of officials, business organizations, and individuals, both public and private, concerning the work and goals of the city in building a strong local and resilient economy and will focus on implementing the City Council's seven Economic Development guiding principles:

- (1) Focus on Revenue Enhancing Economic Development
- (2) Evaluate Return on Investment and Community Benefit
- (3) Recognize Incentives are Catalysts
- (4) Promote a 'Can Do' Mindset for Economic Development
- (5) Use Data for Insight and Expand Accessibility
- (6) Be Visionary
- (7) Sustainability is Viability

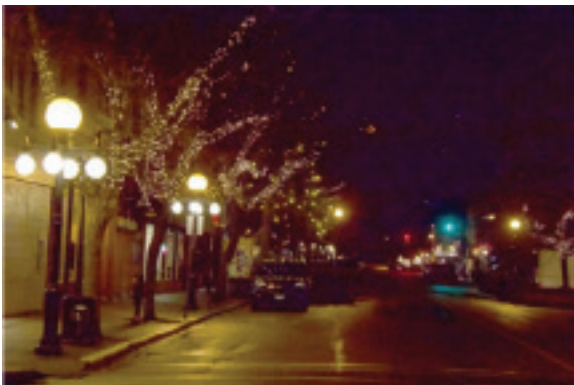


**Gilroy Economic
Development Video**

The Council seeks to make Gilroy a destination, recently approving a term sheet with the San Jose Sharks Sports & Entertainment in paving the way for a new 100,000 square-foot facility at the Gilroy Sports Park. The project will house two National Hockey League-sized ice rinks in addition to training rooms, offices, a restaurant, and pro shop. The downtown is another priority area with significant efforts to expand its vibrant Gourmet Alley area and an adjacent project area, Railroad Alley. These efforts will supplement vibrant and growing economic assets including the city owned Gilroy Gardens, regional wineries, and the widely renown Gilroy Premium Outlets.

The EDM will be an integral member of city staff as well as a close partner and key resource to the business community including the Downtown Business Association, Chamber of Commerce, and the California Welcome Center Gilroy. As a critical member of the City Administrator's staff, the EDM is expected to maintain a close, communicative, and proactive relationship with the Administrator; in keeping him informed and updated with the wide array of ongoing economic efforts and discussions. The ideal candidate will possess a high level of political and organizational acumen in effectively navigating complex community, business, and political situations. The nature of this role also requires a consummate and trustworthy professional that operates with high levels of discretion, diplomacy, candor, and sound judgement. A focused, results based, and relationship-oriented individual that reflects high degrees of self-initiative while maintaining close communications and contact with the City Administrator and city staff is essential in this position.

Knowledge of California redevelopment law, the California Environmental Quality Act, urban studies, current market trends in real estate development as well as principles of urban and regional design and planning are critical in this assignment. The position requires five or more years of increasingly responsible experience in city economic development, planning, community development, redevelopment, or closely related field, including at least two (2) years of management or supervisory experience that has included significant operational and administrative responsibilities. Equivalency to a Bachelor's degree from an accredited university or college with major coursework in Real Estate Development, Business Administration, Public Policy, Public Administration, Executive Leadership, Sales & Marketing, or a closely related field is required. A Master's degree in the above fields of study and/or an economic development-related certification is highly desirable.



Compensation and Benefits

The City of Gilroy offers a competitive and comprehensive salary and benefits package. The annual salary range for this position is \$122,270 - \$163,057 annually, DOQ. Additionally, this position will be eligible for an annual 5% COLA adjustment in July for the next two (2) years. The excellent benefits package includes:

- ◆ Retirement:
 - Classic members: CalPERS 2.5% @ 55 formula with employees paying 8% on a pre-tax basis.
 - New hires: CalPERS 2.0% @ 62 with employees paying 50% of the total normal cost as set by CalPERS (currently 6.25%).
- ◆ Health Insurance and Flexible Benefits Plan: City participates in the PERS Health Program with a choice of providers and coverage options. The Flexible Benefits Plan includes medical and dental coverage as core benefits and provides a range of optional benefits including vision care and medical and dependent care accounts.
- ◆ Vacation: The annual vacation accrual ranges from two to four weeks per year based on City of Gilroy years of service.
- ◆ Holidays: The City observes 10 paid holidays per year.
- ◆ Administrative/Personal Leave: 56 hours of administrative leave and 44 hours of personal leave is granted in July of each fiscal year. Leave must be used during the fiscal year.
- ◆ Sick leave: Accrued at the rate of 8 hours each month.
- ◆ Additional Benefits: Term life insurance policy equal to annual salary, long-term disability plans and employee assistance plans are provided at city expense.
- ◆ Introduction of a 9/80 work schedule has just begun. There is no remote work schedule available.

The Process

To be considered for this exceptional career opportunity, please visit the Avery Associates Career Portal on our website at www.averyassoc.net/current-searches/ to upload your letter of interest, resume and contact information, including email addresses for five work-related references (who will not be contacted until after an interview takes place).

Paul Kimura or Bill Lopez
Avery Associates
16 Lyndon Ave., Suite 200
Los Gatos, CA 95030
E-mail: jobs@averyassoc.net



The final filing date for this position is May 19, 2023

If you have any questions regarding this position, please contact Paul Kimura at 408.399.4424 or paulk@averyassoc.net or Bill Lopez at 408.888.4099 or williaml@averyassoc.net.