CITY OF PALM SPRINGS
INCORPORATED 1938
CALIFORNIA

CITY MANAGER







BOB MURRAY & ASSOCIATES
Experts In Executive Search

Mission Statement

Palm Springs is an inclusive world class city dedicated to providing excellent and responsive public services to enhance the quality of life for current and future generations.

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THE COMMUNITY

Nestled at the base of the San Jacinto Mountains, the City of Palm Springs is known for its crystal-blue skies, year-round sunshine, stunning landscapes, and starry nights. Palm Springs' rich history and beautiful weather make it an ideal place to live and a preferred destination for more than six million travelers from around the world each year. The City maintains the charm of a small town while offering the amenities of an urban center.

Palm Springs lies on the western edge of the Coachella Valley, approximately 107 miles east of Los Angeles, within the ecological region known as the Colorado Desert. The City has a permanent population of approximately 45,500, which increases substantially on weekends and during peak travel seasons. Palm Springs is also known for valuing and celebrating its diverse neighborhoods and communities.

Residents enjoy access to shopping, art galleries, restaurants, parks, recreational facilities, hiking trails, bicycle routes, and horseback riding, as well as the scenic Palm Springs Aerial Tramway, which ascends Mount San Jacinto. With nearly 350 days of sunshine each year, Palm Springs offers abundant opportunities for year-round outdoor recreation. The City also hosts numerous parades and festivals, including the renowned Palm Springs International Film Festival. With its distinctive character, diverse amenities, and outdoor lifestyle, Palm Springs is an appealing community to call home.











CITY GOVERNMENT

The City of Palm Springs is a full-service city providing residents and visitors with the following services: general governance, legal, financial, information technology and administrative management, police, fire, emergency management service, engineering, public works, streets, recreation, airport, public improvements, planning and zoning, community and economic development including CDBG, animal shelter, sustainability and recycling, convention center, tourism, and library services.

As you walk, bike, or drive through our various neighborhoods, you are surrounded by a sense of community. There are a variety of architectural styles throughout Palm Springs, from mid-century modern, and more.

Since 1994, Palm Springs has been governed as a charter city, and operates under a Council-Manager form of government. Council Members are elected by district and serve four-year staggered terms, with the position of Mayor rotating annually. The City Council appoints the City Manager and the City Attorney.

The City of Palm Springs has a FY2026-2027 revised budget of $535.8 million with 660.50 full-time equivalent allocated positions.

City Budget: **City of Palm Springs Budget Book.book**

City of Palm Springs California

THE POSITION

The City Manager serves as Chief Executive Officer of the City and advises the City Council on policy and programs impacting the community and the City organization. The City Manager appoints the City's department heads and is responsible for ensuring that city services are performed to the highest standard in line with City Council priorities.

The City Manager is responsible for the submission and implementation of the City's budget, administering the affairs of the City, and directing staff in the implementation of the City Council's priorities which, include, but are not limited to the following:

- Oversee the proper application and enforcement of City laws and ordinances.
- Provide overall daily supervision, management, and direction to City departments.
- Build and maintain relationships with City employees, as well as meet and confer with the six established employee bargaining units.
- Create an open environment which encourages resident and business input on City operations and programs.
- Establish effective management relationships with surrounding city, special districts, county, state, and federal agencies.
- Coordinate and provide timely and accurate information to the public and media regarding City events and activities.
- Maintain communication with the City's 50 plus neighborhood organizations.

QUALIFICATIONS

- Bachelor's degree with major course work in public administration, business administration, or a related field; OR any combination of education and expertise that provides equivalent knowledge, skills, and abilities.
- A Master's degree is ideal.
- 7 years of increasingly responsible administrative experience in local government, preferably in an advanced executive management position.



THE IDEAL CANDIDATE

Palm Springs has earned a reputation as a diverse, progressive, inclusive, and high-achieving world-class destination city with an active and engaged community. Known as one of the most LGBTQ+ friendly cities in the nation, Palm Springs takes pride in its diverse population and welcoming culture. The City seeks an experienced, politically astute, and strategic City Manager with a broad understanding of municipal government and the ability to provide effective leadership across a wide range of services, including police, fire, public works, community development, airport operations, finance, recreation, and tourism.

The ideal candidate will be a confident, decisive, and forward-thinking leader with excellent communication and interpersonal skills and a proven ability to build trust, foster strong relationships, and develop effective partnerships with the City Council, staff, community members, businesses, and regional stakeholders. The successful candidate will be collaborative yet firm when necessary, capable of navigating complex political and organizational dynamics while establishing clear expectations, promoting accountability, and ensuring follow-through. With a customer service mindset and a commitment to transparency and responsiveness, the City Manager will empower employees, build organizational trust, and maintain a strong focus on delivering high-quality municipal services.



Palm Springs seeks a creative, innovative, and bold problem solver who is comfortable embracing change, thinking outside the box, and pursuing new opportunities while navigating challenges. The successful candidate will bring demonstrated experience in change management, organizational development, and implementing strategic initiatives from concept through completion. A technology-savvy leader who can identify opportunities to modernize operations, improve efficiency, and strengthen the City's administrative infrastructure will be well positioned to support long-term organizational success. The City Manager must be flexible and adaptable while remaining decisive and providing consistent direction, exercising sound judgment, and balancing trust in staff with appropriate oversight and accountability.

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THE IDEAL CANDIDATE *(continued)*

The successful candidate will be prepared to address a broad range of community priorities, including affordable housing, homelessness, economic development, financial sustainability, environmental stewardship, and social justice. Experience working with the tourism industry is desirable, as is the ability to engage an involved and diverse community and build consensus around complex issues. The City Manager will recognize opportunities to strengthen partnerships, encourage innovation, and advance the City's economic vitality while remaining responsive to community needs and expectations.

The selected candidate will appreciate and preserve Palm Springs' unique history and character while developing forward-looking strategies that position the City for continued success. With a positive demeanor, a passion for public service, and enthusiasm for tackling both opportunities and challenges, the City Manager will be a visible, engaged, and trusted leader who inspires confidence, supports a high-performing organization, and establishes the effective and efficient administrative foundation necessary to serve the community today and into the future.

Key characteristics and attributes:

- A supportive leader who creates a cohesive structure and team-oriented working environment.
- An inclusive and positive management style that ensures accountability and responsibility, and encourages discussion and ideas from staff and key stakeholders.
- Good organizational skills with a transparent style of leadership; outward facing who is able and willing to use the City website to promote projects, engage with the community, be approachable.
- Flexible. Able to provide clear goals and expectations, while remaining agile and can adapt to changing priorities.
- The ability to effectively communicate with staff. Remove roadblocks and be willing to allow for project ownership, employee development, and a sense of pride. Able to attract and retain a solid, high performing workforce.
- Stays current in new technologies and statewide and national legislation.
- Effective at community engagement and follow through.





COMPENSATION & BENEFITS

The annual salary for the City Manager is **$320,000 - $375,000** and will be commensurate based on qualifications and experience. In addition, an excellent executive benefit package is outlined below.

Key benefits include:

Retirement – Retirement is provided through CalPERS. Classic CalPERS members are eligible for the 2% @ 60 formula with an employee contribution of 7%, while PEPRA members are eligible for the 2% @ 62 formula with an employee contribution of 8.75%.

Work Schedule – Four 10-hour days, working Monday-Thursday; must be willing and able to work various hours that may include early mornings, evenings, Fridays, weekends, and holidays.

Medical, Dental, and Vision Insurance – The City provides a flexible-benefit dollar amount (up to $2,693 monthly for the family rate) to be used on plans and services that best fit the employee's needs. A range of healthcare options are available for medical, dental, and vision coverage. Current rates can be viewed **here**.

Leave – The City provides paid leave at the following accrual rates

- Annual Leave: Accrual begins at 16 hours per month and increases after five years of service.
- 13 observed holidays per calendar year.
- Executive Admin Leave – 40 hours per year.

Other Benefits –

- The City provides $100,000 of term life insurance, as well as long-term disability insurance.
- Employee Assistance Program.
- The City does not participate in the Social Security program, except for the mandatory 1.45% Medicare contribution for all regular positions.
- Relocation: A negotiable relocation incentive may be available for the selected candidate.

EQUAL OPPORTUNITY EMPLOYER

The City of Palm Springs is an equal employment opportunity employer, and we encourage all persons to file applications. Applicants will be considered regardless of race, color, creed, national origin, citizenship, ancestry, age, sex, sexual orientation, gender, gender identity, gender expression, family or marital status, disability, medical condition or pregnancy, genetic information, religious or political affiliation, or veteran status.

Disaster Service Worker: In accordance with Government Code Section 3100, City of Palm Springs Employees, in the event of a disaster, are considered disaster service workers and may be asked to respond accordingly.



TO APPLY

If you are interested in this outstanding opportunity, please apply online at:

www.bobmurrayassoc.com

Filing Deadline:
December 31, 2026

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval.

Finalist interviews will be held with the City of Palm Springs. Candidates will be advised of the status of the recruitment following selection of the City Manager.

If you have any questions, please do not hesitate to call:

Ms. Valerie Phillips
(916) 784-9080

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