



The City of Sausalito invites
your interest for the position of
CITY MANAGER



**BOB MURRAY
& ASSOCIATES**
EXPERTS IN EXECUTIVE SEARCH

THE COMMUNITY

The City of Sausalito is a beautiful bay-front community known for its Mediterranean flair and breathtaking views. The City is nestled at the foot of the Golden Gate National Recreation area and within its 2.2 square miles, houses 7,000 residents and a robust year-round tourism industry. Located in Marin County just a short trip over the Golden Gate Bridge from San Francisco, Sausalito offers small-town charm with close-knit, community-oriented residents, as well as close proximity to a wide range of cultural opportunities.

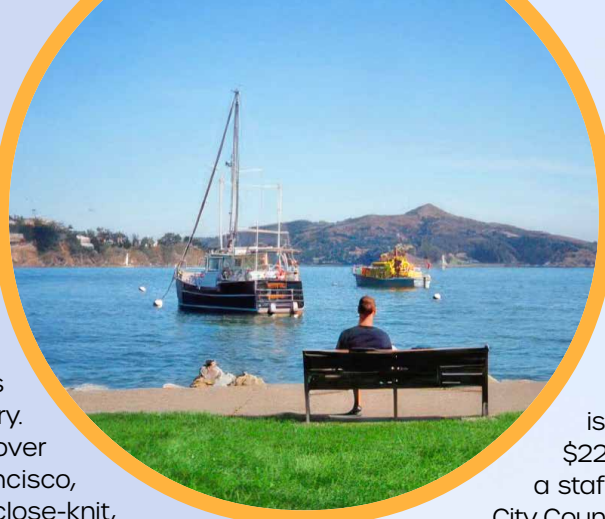
Boasting a colorful history, Sausalito has a variety of natural features that define the City's distinct residential neighborhoods, harbors, waterfront, commercial districts, and the maritime-oriented office and industrial district. Victorian homes dotting the lower hillsides give way to modern redwood-and-glass creations clinging precariously to the ridgelines. More than 2,000 sailboats fill the City's marinas. Green hills and a beautiful waterfront bring focus to the City's lively downtown area, offering boutique shopping, over 25 unique restaurants, and art galleries. Sausalito is also home to the Bay Model, a 3-D model of the San Francisco Bay and Delta. The City's year-round event calendar includes the Taste of Sausalito street fair, the summer Jazz and Blues by the Bay Series and in December, the Lighted Boat Parade. The City's economic vitality is augmented by a diverse range of retail, service, and light industrial entities supporting the local community.

Those seeking recreational activities need not look far. Within the town, there are walking tours, bike rentals, kayaking, and boating. The City's location in Marin County offers varied hiking opportunities, from the Marin Headlands to nearby Mount Tamalpais. The delights of Sonoma Wine Country and the big-city bustle of San Francisco are each only a short drive away. The combination of wooded hillsides, sweeping Bay views, and ideal location makes Sausalito a community of unparalleled charm and natural beauty.

CITY GOVERNMENT

The City of Sausalito was incorporated in 1893 as a General Law City. The City operates under a Council-Manager form of government, with five elected at-large Council Members that serve overlapping four-year terms. The Council annually elects one of the Council Members to serve as Mayor for one year.

Under the direction of the City Manager, city services include public safety (police and civil defense), streets, storm drainage, culture-recreation, library, public works, land use



management, planning and zoning, and general administrative services. Fire protection, utility, and sanitary sewer services are handled by Special Districts. The City's FY 2025-26 annual operating budget is \$33.9 million including a \$22.1 million General Fund and a staffing level of 87.25 FTE. The City Council and Management Team enjoy a collaborative and highly effective working relationship that values trust, open communication and creativity.

THE POSITION

The City Manager is the City's chief executive leader, responsible for advancing the City Council's vision through strategic leadership, sound fiscal stewardship, and high-performing municipal operations. Serving as a trusted advisor to the City Council, the City Manager provides professional guidance, innovative solutions, and organizational leadership to meet the evolving needs of the community. Key responsibilities include but are not limited to the following:

- Provide leadership to, and management of, the employees of the City of Sausalito.
- Serve as the City Council's principal advisor, providing clear analysis and strategic recommendations.
- Lead the development and execution of Citywide goals, policies, and operational priorities.
- Oversee the City's financial health, including the annual budget and long-term fiscal planning.
- Guide the planning, financing, and delivery of capital improvement projects.
- Foster a collaborative, accountable, and high-performing organization across all departments.
- Provide strategic oversight of human resources, including workforce planning and labor relations.



- Advance long-range planning and community development, including federally funded programs (e.g., CDBG).
- Ensure transparent communication with the City Council on finances, performance, and strategic progress.
- Ensure fair and effective enforcement of City ordinances and municipal governance.
- Translate Council policy into actionable plans and oversee City projects.
- Serve as a visible community leader, building strong relationships with residents and partners.
- Address complex community issues with professionalism and sound judgment.
- Represent the City at regional, state, and professional forums.
- Perform other duties as assigned by the City Council.

This position will require a strategic forward thinker and creative problem-solving entrepreneur that has a positive, energetic and “get-it-done” spirit with a charismatic and flexible leadership style based on engagement, empowerment, and results. An innovative, energetic, “fresh-thinker” who can bring forth creative approaches and new ideas would provide a positive spark and a sense of spirit and vitality to the City. A strong systems and technology orientation will be an asset in identifying and implementing more productive, efficient and transparent solutions. The successful candidate will also have a value system based on collaboration, transparency, ethics and integrity, and a personal approach that engenders high levels of trust and confidence. The successful Manager will also be politically astute yet apolitical in his/her approach and will be an effective regional partner in advancing mutually beneficial initiatives.

THE IDEAL CANDIDATE

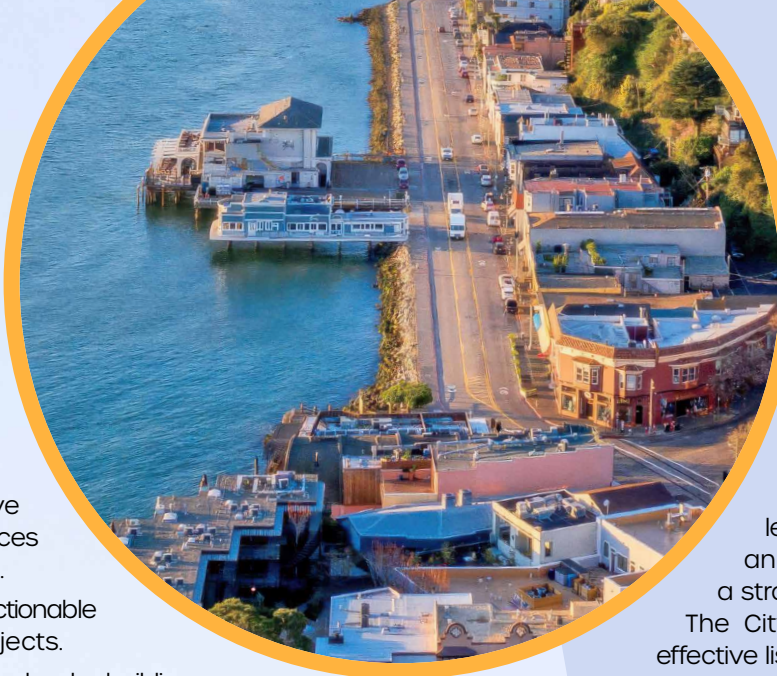
The ideal candidate will possess a comprehensive understanding of modern municipal administration, including organizational structures, operational functions, and best practices in local government management. This role requires strong knowledge of local government finance; current social, political, and economic trends affecting municipalities; and the challenges and opportunities facing today’s local governments. Experience working in a high-touch, community-oriented environment, particularly in cities with a tourism focus or waterfront and coastal characteristics, is highly valued. The City Manager must also demonstrate a working knowledge of applicable federal, state, and local laws, rules, and regulations governing municipal operations, along with a strong commitment to transparent governance and public service. Transparency for the public, as well as promoting effective management of the organization, is enhanced by an MBO (management by objective) or KPI (key performance indicator) approach. While optional, the Council is interested

in hearing from candidates who can implement this management structure for themselves vis a vis the Council, and for the organization vis a vis the City Manager.

Successful candidates will bring a responsive, proactive, and strategic leadership style, paired with an innovative mindset and a strong customer service focus.

The City Manager must be an effective listener and communicator, able to analyze, interpret, and clearly convey complex administrative, financial, and technical information to the City Council, staff, and the community. Sound judgment, the ability to assess situations and individuals accurately, and the capacity to take timely and effective action is essential. Equally important is the ability to serve as a trusted administrative partner to the City Council while building strong, collaborative relationships across the organization and throughout the community.

The ideal candidate will be a proven relationship builder with the ability to engage residents, businesses,



community organizations, and regional partners in meaningful dialogue and collaboration. This position requires demonstrated experience leading and coordinating a complex municipal organization, as well as the ability to recruit, develop, supervise, and evaluate a high-performing executive and professional staff. Strong knowledge of personnel management and labor relations is expected.

Any combination of education and experience that demonstrates the knowledge, skills, and abilities necessary to perform the duties of the position will be considered. A typical pathway includes a minimum of eight years of progressively responsible experience in an administrative, managerial, or senior staff role within public or private organizations, with responsibility for planning, organizing, implementing, and supervising diverse programs and operations. An equivalent to a master's degree from an accredited college or university with major coursework in public administration or a closely related field is highly desirable.

THE COMPENSATION

The outgoing City Manager's salary was \$274,555 (including \$30K performance bonus); the salary offered to our new City Manager will be mid-Marin market or above and is negotiable dependent on qualifications. The City also provides an attractive benefits program.

CalPERS Membership (City does not participate in Social Security)

- Classic - 2% @ 55 formula
- PEPRAs hired after 1/1/13 (or Classic who have experienced a 6-month break in service) - 2% @ 62

TO APPLY

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

www.bobmurrayassoc.com

Filing Deadline: March 1, 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 Sausalito. 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 at:

916) 784-9080

