

City **Manager**



City of Palm Bay,
Florida
2025



The Community

The City of Palm Bay is approximately 88 square miles with a population approaching 150,000 residents, making it the largest city in Brevard County and the second largest city in central Florida, behind Orlando. Palm Bay's major employers include L3Harris, Renesas Electronics, and Raytheon Technologies. The top three industries include manufacturing, engineering, and professional services.

Palm Bay continues to experience explosive growth with a surge of development interest in planned unit development projects and single- and multi-family providing a healthy mix of housing options for residents. The City of Palm Bay remains focused on creating new employment opportunities for residents by attracting major employers in high-skill and high-wage targeted industries.

Labeled a family-centric community, Palm Bay offers a wide variety of recreational amenities, such as hiking, biking, boating, fishing, and paddle boarding just to name a few. Active residents and key stakeholders ensure that Palm Bay maintains smart and strategic growth development practices to ensure a high quality of life for the community.

Palm Bay is well served by its three Interstate 95 interchanges: Palm Bay Road (mile marker 176), Malabar Road (mile marker 173), and St. Johns Heritage Parkway (mile marker 166). Future extension of St. Johns Heritage Parkway will provide a unique opportunity for growth and development. Palm Bay is approximately 60 percent developed, with over 3,000 business establishments and an estimated 54,046 households (2024 ESRI Housing Profile), with an average household income of \$79,356. The City is located within minutes of the Melbourne International Airport, Port Canaveral, Kennedy Space Center, beautiful beaches, and approximately one hour from the Orlando International Airport and numerous theme parks.

The **Community** cont'd

Palm Bay is positioned along the Indian River Lagoon, the most biologically diverse natural estuary in North America with approximately 4,000 species documented. Palm Bay's Turkey Creek is a tributary of the Indian River Lagoon and serves as a recreational and eco-tourism gem in the community. Palm Bay is home to over 30 parks (including 20+ playgrounds) plus two community centers, skate park, dog park, senior center, aquatic center, and a Wildlife Sanctuary and Nature Center. There are over 11 miles of hiking/biking trails, and over two miles of water for paddling activities.

Palm Bay offers a variety of programs to help grow and sustain business and industry within the community. These programs include Ad Valorem Tax Abatement Program, Building Permit Fee Reduction Program, and the Mayor's Business Spotlight Program, to name a few. The City is actively pursuing new commercial and industrial developments to diversify the industry base, create new jobs, and provide a broader tax base to benefit Palm Bay's citizens.

As a testament to its growth, Palm Bay has landed various rankings and accolades:

- #1 Top Growth City - U-Haul Growth Index (2023)*
- #1 Best Place in Florida to Retire -GOBankingRates (2024)*
- #1 Best Places for First-Time Home Buyers -WalletHub (2024)*
- #3 Best Cities to Move to in Florida - USA Today (2024)*
- #5 Top 100 U.S. Housing Markets according to Florida Atlantic University (2024)*
- #5 Top Cities for Black Professionals according to Apartment List (2024)*
- #10 Most Affordable Cities for Home Buyers according to Wallet Hub (2024)*
- #10 Best Performing Cities according to the Milken Institute (2024)*
- #13 Best Cities On The Rise - Southern Living (2024)*
- #25 Top Growth Cities in the U.S. (Palm Bay MSA)- Milken Institute (2024)*

City's Mission and Vision

With a mission to provide quality services, promote economic growth, and ensure a safe and secure environment for residents and the public, Palm Bay prides itself on its core values of Commitment, Integrity, Service before Self, Transparency, and Trust.

Palm Bay's vision is to be a thriving community dedicated to economic prosperity, public safety, and quality infrastructure, with a diverse culture and recreational amenities for all.



COMMITMENT



INTEGRITY



SERVICE
BEFORE SELF



TRANSPARENCY



TRUST

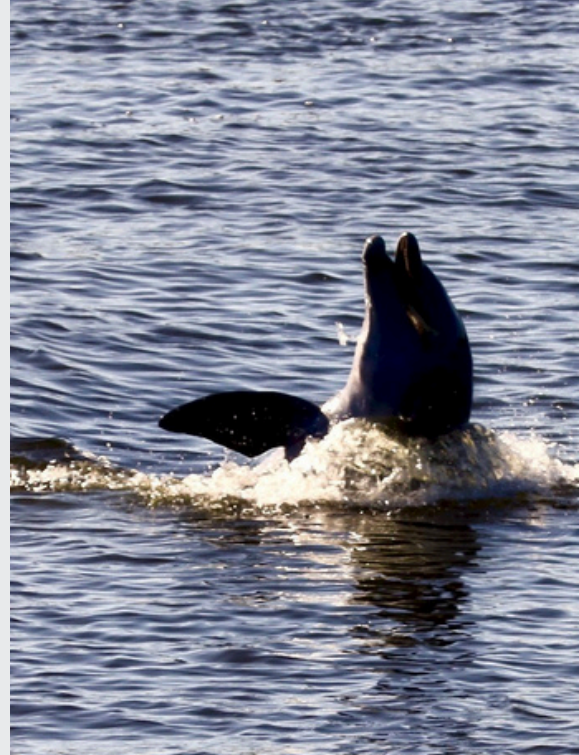
Governance & Organization

The City of Palm Bay operates under a council-manager form of government, with a Mayor and four Council members elected at large for four-year terms. The City Manager reports to the Council, as do two additional charter officers – the City Clerk and City Attorney.

The City of Palm Bay has 1,054 full-time employees and 24 part-time. There are thirteen department heads who report to the City Manager's Office, which includes two Deputy City Managers. The City Manager's Office also has a communications division, led by a PIO. The City's general fund budget for FY 2025 is \$122.8 million. The total budget with all enterprise funds is \$539.5 million. The ad valorem tax rate is 6.7339 per 1,000 and has steadily decreased over the last 10 years. The City's current bond rating is AA, "Rating Outlook Stable."

For information on the City's Fiscal Year 2025 budget, please visit: www.pbfl.org/budget

Prior year audited financial statements can be found here: www.pbfl.org/acfr



Opportunities & Challenges

Police

The well respected Palm Bay Police Department has over 200 personnel across five divisions. Recruitment can be challenging, and adding officers is crucial to support the city's growth. The department's headquarters is at capacity, so planning for a new departmental headquarters should be a priority.

Fire Stations

Palm Bay has six fire stations, and one headquarters and training facility. While Brevard County handles medical transport, Palm Bay Fire Rescue provides fire and paramedic services. The Fire station #7 is under construction and future stations #8 and #9 needed to support growth, are near term priorities.

New Wastewater Plant to Open

The Utilities Department operates two campuses with four water treatment plants and one wastewater reclamation plant. A new South Regional Wastewater Treatment Plant is under construction, set to open in June 2025, with plans to expand capacity.

Septic to Sewer

The City has around 32,000 septic systems. In 2023, the City Council approved an ordinance for mandatory connections to sewer and water for unconnected homes. Funding from ARPA, grants, and waived utility fees helps offset residents' costs. The long-term plan is to expand infrastructure for greater connectivity to water and wastewater plants.



Operational Infrastructure & Improvements

The City is adding a 39,000 SF "Building E" to the City Hall campus, set to be completed in late 2025. It will house Utilities Customer Service, the Building Department, IT, and serve as an Emergency Operations Center. The City is also replacing its ERP system with Workday, with completion expected in 2026.

Road Resurfacing & Capacity Improvements

In 2018, Palm Bay voters approved \$150 million in debt to repave city roads. The program is in phase four of five, with over 50% of the roads complete through a combination of treatment methods. The City has also secured state funding for the design of two major arterial roadway improvements, St. Johns Heritage Parkway and Malabar Road.

The Compound

General Development Corporation (GDC), a Florida land developer, dissolved in 1991, halting development in a 2,942-acre area of Palm Bay now called "The Compound." Largely undeveloped, it contains 200 miles of roadways and stormwater systems but no utilities. Most of the land is privately owned by over 2,700 individuals, with the City of Palm Bay owning 278.4 acres, including the roads. The City's economic development strategic plan focuses on improvements to entrance corridors and the future extension of the St. Johns Heritage Parkway. The City has partnered with several agencies to provide support for development efforts in this area. The EPA is partnering with the City on land revitalization technical assistance and East Central Florida Regional Planning Council (RPC) is administering a \$1.5 EPA Brownfields Assessment Grant, both of which will benefit planning for transforming the Compound.

Poised for Job Related Growth

The City has approximately 40% undeveloped area, making it ripe for opportunity. City leaders have focused on expansion in commercial and light industrial, and the City has seen significant growth in the semi-conductor industry cluster. Rogue Valley Microdevices chose Palm Bay for their new headquarters and is the only company in the state who received CHIPS Act funding.

About the Position

The City Manager of Palm Bay shall be the Chief Executive and Administrative Officer of the City. The City Manager is responsible to the council for the administration of all city affairs placed in the manager's charge by or under the City Charter. As such, the City Manager is responsible for the management, direction, and administration of all departments of the City Government.



Ideal Candidate

Ethical Standards

The City Manager must maintain the highest professional ethical standards and demonstrate unquestioned integrity. The Manager will adhere to the International City/County Management Association Code of Ethics.

Leadership & Supervision

The City Manager should be a strong yet approachable leader, known for fairness and consistency. The Manager must communicate diplomatically, exude confidence without arrogance, and know when to be firm. A sense of humor is a plus, but seriousness when needed is essential. The Manager should foster optimism, encourage teamwork across departments, and delegate with accountability. The ideal candidate will be a visionary, capable of developing creative solutions to complex problems.

Personnel Management

The City Manager must respect diverse perspectives and excel in human resource management and labor relations. The Manager should promote diversity, value employees, and create a positive organizational culture. A proven ability to lead by example and earn workforce respect is vital. The Manager should cultivate collaboration, build leadership traits in others, and encourage succession planning.

Ideal **Candidate** cont'd

Budget & Financial Oversight

Expertise in finance and budgeting is required, along with a commitment to prudent use of taxpayer dollars. Success in capital improvement planning and financing is essential.

Infrastructure Planning & Operational Management

The City Manager must lead strategic infrastructure initiatives, support project planning, and value public works. The Manager should address growth challenges, manage police and fire services effectively, and enhance parks and recreation. Experience with in-house and contracted services, as well as building partnerships with governments and organizations, is critical.

Community and Council Relations

The City Manager must prioritize citizen service, enhance processes through technology and training, and make sound decisions. The Manager should provide well-researched recommendations, support the City Council's policymaking, and maintain productive relationships with all Council members.



Ethical
Standards



Leadership &
Supervision



Personnel
Management



Budget &
Financial
Oversight



Infrastructure
Planning &
Operational
Management



Community &
Council
Relations

Education and Experience

The minimum qualifications for this position are a bachelor's degree in business or public administration and five years of experience in the administration and management of municipal programs and personnel. A master's degree and more extensive experience in a business, non-profit organization, or government entity is preferred. International City and County Management Association membership is required, with an ICMA Credentialed Manager designation preferred. The City's Charter does not require the Manager be a resident of the city or state at the time of appointment. However, should the Manager change residency subsequent to their appointment, the Manager must reside within the City during their tenure.

Compensation & Benefits

The salary for this position range is up to \$252,160 depending upon qualifications and experience. Florida has no income tax.

The City of Palm Bay offers a comprehensive benefits package including City-paid medical, dental, and term life insurance, generous sick, vacation and administrative leave, and automobile allowance. The City offers a Defined Contribution Retirement Plan through Mission Square Retirement, with the City Manager participating in the 401(a) Executive Defined Contribution Retirement Plan. The City contributes a base of 3.75% and the City Manager may contribute up to 9.75% with a City match up to 6%.

Application Process

To apply, please complete our employment application and attach a cover letter and resume by clicking this link: www.governmentjobs.com/careers/palmbay. For more information on the application process please view our [Join Our Team](#) page. Under Florida law applications become public record upon receipt. Applications are encouraged early, with a firm deadline at close of business Friday, February 28, 2025.

It is anticipated that the successful candidate should be approved around the first of May and start in June.

For further information, candidates are welcome to contact Interim City Manager Scott Morgan at (321) 952-3411, who is assisting the City Council in this recruitment.

The City of Palm Bay is an Equal Opportunity Employer and values diversity in our workforce.

Applicants selected as finalists for this position will be subject to a comprehensive background check.

Resources

City of Palm Bay

palmbayflorida.org

Greater Palm Bay Chamber of Commerce

Greaterpalmbaychamber.com

Economic Development Commission

spacecoastedc.org

Brevard County Tourist Development Council

brevardfl.gov/TourismDevelopmentOffice/TouristDevelopmentCouncil

**City of Palm Bay
Social Media**

