



City of Cypress

invites your interest in the position of

City Manager



Recruitment Services Provided by Ralph Andersen & Associates

An Incredible Opportunity!

The City Council of the City of Cypress, located in Orange County, is seeking an energetic and enthusiastic professional to join this financially healthy and well-managed organization.

The City Council is looking for a candidate who would be a good fit for the community, a strong leader for City staff, and a successful partner with the City Council. This top professional is expected to have exceptional leadership skills, effective interpersonal and communication skills, and a strong passion for public service. The selected City Manager will also need to have an inclusive management style combined with a hands-on approach to day-to-day operations. A thorough understanding of municipal finance, budgeting, community planning, public works, and policing is of high importance to the City Council.

The Community

The City of Cypress, incorporated in July 1956, is located in the northwestern part of Orange County, California, where two of the nation's largest metropolitan areas, Los Angeles and Orange counties, meet. Cypress is primarily a residential community occupying 6.7 square miles of land and serving a population of 49,345. In addition to its residential communities, Cypress has an 800-acre business park that includes a diverse array of well-known and established companies. Companies like United Health Group, Fuji Films USA, Inc., Yamaha Motor Corporation USA, Mitsubishi Electric US, and Christie Digital Systems USA call Cypress home.

People are drawn to Cypress for its quality housing, educational facilities, citizen-oriented social and recreational activities, and progressive City government. Some of the major attractions in Cypress include Los Alamitos Race Course, Forest Lawn Memorial Park, and Cypress Community College.

Throughout the years, the City has continued to strive towards providing a healthy and safe community, with a well-maintained infrastructure system to support planned growth and development. Through a balance of economic, social, political, cultural and recreational opportunities, the City Council has encouraged an atmosphere conducive to community spirit and active participation in the affairs and progress of the community. Such efforts have been made to ensure a desirable community in which the City's identity and character are preserved and enhanced.

The City of Cypress prides itself through community involvement via the Park District by providing continuous programs such as pre-school, supervised playgrounds, cultural arts and community-oriented theatre, youth and adult sports, special activity classes, excursions, teen programs, day camp, swimming instruction, and senior citizens programs.

Cypress is a municipality well-known for being community-centered and multi-cultural because of its desirable location and first-class amenities. It is a balance of quiet residential neighborhoods and industrial and commercial centers.

For more information about the City of Cypress, please visit their website at <https://www.cypressca.org/>.



Governing Structure and Organizational Overview

The City of Cypress is a charter city governed by a five-member City Council elected by District and operates under the Council-Manager form of government. The City has a FY 2025-26 operating budget of \$44.6 million, a capital improvement budget of \$36 million and a full-time staff of 139. Notably, the City is extremely financially stable with over \$130 million of unrestricted reserves and total reserves of approximately \$180 million in all funds. Policymaking and legislative authority are vested in the City Council, which consists of a Mayor, Mayor Pro Tem, and three Council Members. The City Council, among other things, is responsible for the City’s ordinances, operating resolutions, adoption of the annual budget, appointing commissions and committees, and hiring the City Manager, the City Clerk and the City Attorney. The City Manager is responsible for implementing the policies, ordinances and directives of the City Council, for overseeing the day-to-day operations of the City, and for appointing the Directors of the City’s departments. The City Council is elected on a nonpartisan basis. Council Members are elected to four-year staggered terms and may serve a maximum of two terms. The Mayor and Mayor Pro Tem are selected annually by the Council Members. The City provides a traditional range of municipal services including Police, Planning, Economic Development, Public Works, Engineering, Finance, Human Resources and Recreation, with fire and emergency services provided by Orange County Fire Authority. Independent special districts provide educational services, while library services are offered through the OC Public Library system, operated by the County of Orange. Private entities provide utility services to Cypress residents.

To view the City’s budget click [here](#).

Mission Statement

The City of Cypress, guided by our core values, will utilize our resources in concert with community partners to provide an exceptional city to live, work, and play.

Vision Statement

Cypress is a safe and welcoming community delivering excellent services for our residents, neighborhoods, and businesses.

Core Values/Guiding Principles*

- The City of Cypress values...
- Integrity
- Accountability
- Transparency
- Fiscal prudence
- Teamwork
- Responsiveness to the community

Three-Year Goals (2023-2026)*

- Maintain infrastructure and facilities
- Maintain Financial stability and promote economic activity
- Enhance and maintain public safety
- Maintain high quality and high value services for the community
- Enhance recreation facilities and programs

The Ideal Candidate

The City Council is seeking a creative and innovative individual to utilize a team approach to problem-solving and be proactive in addressing issues of concern to the City Council and the community. Additionally, the City Manager is expected to be able to develop and promote strategic initiatives for the Council's discussion and consideration, while also incorporating best practices in local government.

The next City Manager will:

- ◆ Have a collaborative approach with the City Council, department directors, and staff fostering an open dialogue;
- ◆ Truly enjoy working in the public sector; elected officials and residents alike have high expectations of the City Manager including involvement in civic, business, community-wide social gatherings, and inter-governmental activities on a local and regional basis;
- ◆ Be an experienced decision-maker committed to organizational effectiveness, fiscal accountability, and continuous improvement of a municipal organization;
- ◆ Be comfortable in an environment that constantly strives for high quality work product, strategic planning, financial acumen, exceptional customer service, and timely responses to public inquiries;
- ◆ Have unquestioned personal integrity, honesty, and impeccable ethics paired with excellent communication skills; and
- ◆ Possess strong interpersonal skills, including being an excellent listener and open to new and different ideas.

Additionally, the new City Manager will possess the following personal characteristics and attributes:

- ◆ A genuine concern for preserving the quality of life presently offered to residents of Cypress and a high regard for the importance of maintaining the quality of life to residents;
- ◆ A result driven approach to the successful management of an organization; A confident style that will promote candid discussions and encourage diversity of thought by providing an environment that emphasizes the review of options and alternatives for the City Council's consideration;
- ◆ The ability and experience to be an effective leader to City staff, set goals and objectives, motivate others of varying levels, and contribute effectively to their timely achievement and successful performance; and
- ◆ Strategic thinking and problem-solving skills with the ability to anticipate the political ramifications of management decisions.

The new City Manager will provide strong leadership and be primarily involved in:

- ◆ Balancing an array of community needs, including continuing the high-level of transparent, frequent, and open communications with the City Council, community and staff; and
- ◆ Addressing ongoing infrastructure needs, service delivery, public safety, and overseeing overall enhancements through effective planning and community development.

The top candidate will be an outgoing leader with a hands-on management style who will actively involve the small team of Department Heads/Managers in support of the City Council's goals.

Experience and Education

Education: A Bachelor's degree in public, business administration, or other related field is required with a Master's degree preferred.

Experience: Any combination of experience that has provided the knowledge, skills, and abilities necessary for a City Manager. A typical way of obtaining the required qualifications is to possess the equivalent of five years of directly related experience at an administrative or management position in municipal government.

Prior or current City Manager or Assistant City Manager experience in successfully leading an organization of comparable size and/or greater complexity will be expected.

Compensation and Benefits

The City Council is prepared to offer a highly competitive salary for the region; salary appointment will be made depending on the qualifications and experience (DOQE) of the selected candidate. The City also offers an excellent executive benefits package, including, but is not limited to, retirement benefits offered through the California Public Employees' Retirement System (CalPERS).

To Be Considered

Interested candidates are encouraged to apply immediately and before the closing date of **Monday, November 24, 2025**. Electronic submittals are strongly preferred to apply@ralphandersen.com and should include a compelling cover letter, comprehensive resume, and five professional references. This is a confidential recruitment and will be handled accordingly throughout the various stages of the process. Top candidates will be invited for an on-site interview with the City Council.

The City Council reserves the right to select any combination of experience, education, and career history that will uphold the ideals and values of this organization and continue to provide the highest level of service to the City Council and the organization. Confidential inquiries welcomed to Mr. Fred Wilson, Ralph Andersen & Associates, at (916) 630-4900.



The City of Cypress is an Equal Opportunity Employer

www.cypressca.org