

CITY OF Foley

City Administrator

www.CityofFoley.gov

The City of Foley

A community with momentum

The City of Foley invites an experienced, collaborative leader to guide a growing municipal organization in one of Alabama's most dynamic coastal communities. Following the retirement of its City Administrator after 16 years of service, preceded by a 17-year tenure in the same role, Foley offers a rare record of leadership stability and a strong foundation to build on. Working with the Mayor, City Council, and four executive directors, the next City Administrator will help translate Foley's vision into coordinated action, maintain dependable services, and prepare the organization for continued growth.

About Foley

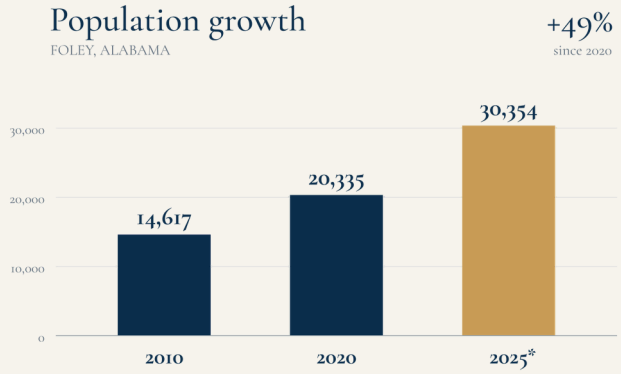
Located in southern Baldwin County near Alabama's Gulf Coast, Foley combines a historic downtown and welcoming community atmosphere with the amenities of a growing regional destination. Residents enjoy local shops and restaurants, community celebrations, outdoor recreation, and convenient access to Gulf beaches.

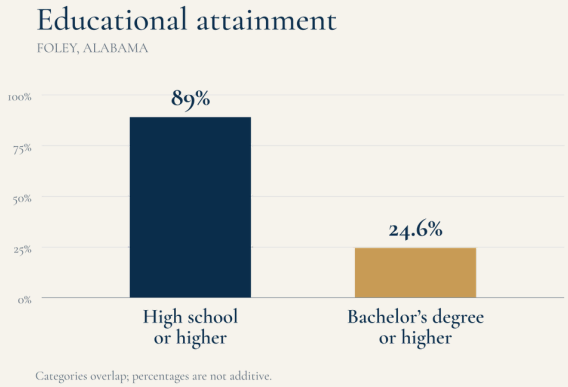
Foley's identity reflects both its heritage and its evolution. Its railroad history, museums, and established neighborhoods sit alongside expanding commercial districts, entertainment destinations, and sports tourism facilities. Graham Creek Nature Preserve, community parks, and recreational programs offer opportunities to enjoy the outdoors, while the library and cultural attractions provide places to learn, connect, and gather.

For the next City Administrator, Foley offers the opportunity to help shape a community's future while protecting the character that makes people want to call it home.

Demographics

As one of Alabama's fastest-growing cities, Foley offers an exciting opportunity to help shape a community's future. The U.S. Census Bureau estimated Foley's population at 30,354 in July 2025, compared with 20,335 residents counted in the 2020 Census. This growth strengthens Foley's role as a regional center for commerce, healthcare, and recreation while increasing demand for infrastructure, public safety, and community amenities. The next City Administrator will help guide that growth while preserving the character and quality of life that draw people to Foley.





Commerce & Industry

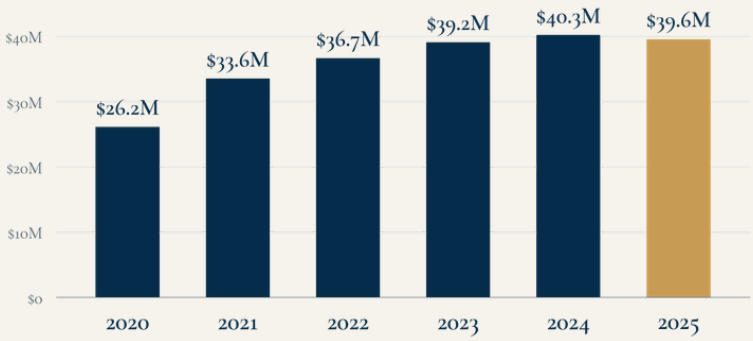
A diverse local economy

Foley serves as a commercial and service center for southern Baldwin County. Its economy includes retail, healthcare, aerospace and manufacturing, hospitality, entertainment, and sports tourism. Local businesses serve a growing residential population while benefiting from the broader Gulf Coast visitor economy. Shopping destinations, downtown businesses, and restaurants contribute to Foley's commercial activity. Healthcare and industrial employers provide additional economic anchors, broadening the local employment base beyond tourism. Foley's economic development strategy emphasizes thoughtful diversification, support for existing businesses, downtown vitality, and workforce partnerships. The City's strategic plan identifies opportunities in healthcare, aeronautics, small manufacturing, sports tourism, and retail and hospitality.

Sales & use tax revenue

FOLEY, ALABAMA

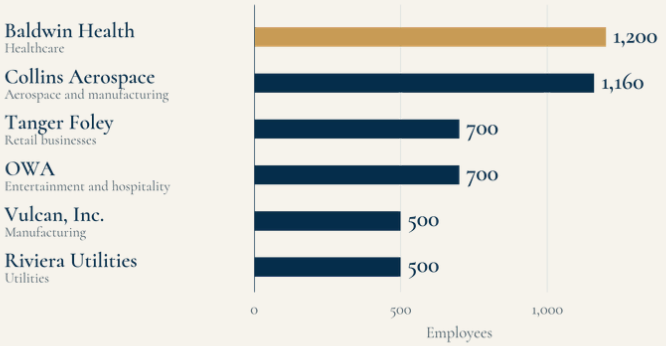
+51.2%
since 2020



General Fund actual revenues. Fiscal years end September 30.
Source: City of Foley FY2025 Annual Comprehensive Financial Report, p. 99.

Major employers

FOLEY, ALABAMA | 2025 ESTIMATES



Approximate employment. Tanger includes businesses throughout the outlet center.
Source: City of Foley, FY2025 Annual Comprehensive Financial Report, p. 108.







The Organization

One city. A shared purpose.

Working for Foley means helping a growing city deliver dependable services and enhance quality of life for residents and visitors. From public safety and infrastructure to parks, recreation, and community programming, employees across the organization bring different expertise to shared goals.

The organization includes 451 regular full-time and part-time employees plus seasonal staff across four divisions: General Government, Public Safety, Infrastructure & Development, and Leisure Services. Each division is led by an executive director who serves as a key partner to the City Administrator.

The City Administrator works closely with these leaders to coordinate departmental efforts, align resources with priorities, and support effective service delivery. This structure encourages collaboration and shared problem-solving while providing focused oversight of each division.

Foley's Framework

The 2025–2030 Strategic Plan provides a shared direction for Foley's growth, investments, and municipal services. It connects preservation of the city's historic charm with forward-thinking leadership and responsible management of public resources. The City's mission centers on serving residents and visitors with integrity through innovative, fiscally responsible services that promote safety, friendliness, stability, and a thriving community.

Six core values guide this work: **Integrity, Service, Friendly, Well-Prepared, Stewardship, and Creativity.**

The plan establishes five strategic priorities:

- **Livable Community**:
  Guide growth through thoughtful planning, dependable infrastructure, and protection of Foley's character and natural resources.
- **Economic Development**:
  Diversify the economy, support existing businesses, and expand employment opportunities.
- **Community Safety**:
  Maintain responsive public safety services, strengthen community relationships, and prepare for emergencies.
- **Culture, Arts, and Recreational Experiences:**
  Provide accessible facilities and programs that support wellness, enjoyment, and community connection.
- **Organizational Excellence:**
  Invest in employees, technology, and processes while maintaining fiscal responsibility, transparency, and public trust.

City of Foley

Organizational chart



Updated October 21, 2026

City Government

Municipal government and leadership

Foley operates under a strong council-weak mayor form of government, with a Mayor elected citywide and five City Council members elected by geographic district. All serve four-year terms. The current term began in November 2025. The Council selects a president and president pro tempore from among its members.

Foley's elected leadership brings a combination of longstanding institutional knowledge and new perspectives to City government. Mayor Ralph Hellmich is serving his second term as Mayor after 16 years on the City Council, and Council President Wayne Trawick has served on the Council since 1998. Together, the Mayor and Council work with professional staff to guide growth, improve infrastructure, support economic development, and maintain the community's quality of life.

The City Council generally holds combined work sessions and regular meetings on the first and third Mondays of each month, beginning at 4 p.m. These public meetings provide opportunities to review City business, consider policy and budget decisions, and hear from residents.

Appointed by the Mayor and City Council, the City Administrator reports to both and oversees the day-to-day operations of the municipal organization. The Administrator provides professional advice, develops recommendations, and coordinates implementation of adopted policies, budgets, and strategic priorities.

The City of Foley provides a broad range of municipal services, including police and fire protection, streets and sanitation, planning and development, parks and recreation, library services, museums, and community programming. The City also supports sports tourism, operates a municipal airport, and maintains natural areas and recreational facilities.

The City Administrator directly supervises the economic development manager and four executive directors responsible for General Government, Public Safety, Infrastructure and Development, and Leisure Services. This leadership structure supports coordinated planning and service delivery across the organization while providing focused oversight of each division. Working with these leaders, the Administrator guides budget development, capital planning, personnel administration, and organizational performance.

Financial Stewardship

Foley's financial planning connects daily service delivery with the long-term investments needed to serve a growing community. The City uses annual operating budgets and multiyear capital planning to evaluate facility, infrastructure, equipment, and staffing needs. The fiscal year 2027 budget was adopted September 8, 2026, for the year beginning October 1, 2026. Its General Fund summary provides for approximately $119.46 million in expenditures and transfers, including transfers supporting capital projects and other funds. This amount represents General Fund outflows and should not be interpreted as a consolidated citywide spending total. The budget anticipates a planned use of accumulated resources, with a projected year-end assigned/unassigned General Fund balance of approximately $34.44 million, above the budget's minimum fund balance goal of approximately $25.76 million.

The Role

Foley's City Administrator

The City Administrator oversees daily municipal operations and directly manages the executive leadership team responsible for Foley's four operating divisions. Appointed by and reporting to the Mayor and City Council, the Administrator turns policy direction into coordinated work and provides the analysis and professional guidance needed for informed decisions.

The position combines organizational leadership with responsibility for financial management, strategic planning, economic development, and capital investment. The Administrator must balance immediate service demands with the staffing, systems, and infrastructure needed for Foley's future.

Key responsibilities:

- Lead and support the four executive directors and economic development manager, establishing priorities, evaluating performance, and coordinating work across divisions.
- Oversee annual budget development, financial reporting, and long-term resource planning.
- Advance the strategic plan through clear responsibilities, realistic timelines, and regular progress reporting.
- Guide capital improvement planning and implementation, including project schedules, budgets, and coordination.
- Direct and support economic development efforts that strengthen Foley's employment and revenue base.
- Oversee preparation of Council agendas and review proposed ordinances, policies, and legislative matters.
- Work with human resources and executive leadership to address personnel matters and support employee development.
- Represent the City in relationships with local, state, and federal agencies and community partners.
- Coordinate with public safety leadership to manage municipal operations and resources during emergencies.

The role requires accessibility to elected officials, employees, and the community, along with availability for evening meetings, occasional weekend responsibilities, travel, and emergency operations.





The Ideal Candidate

Experience and leadership

Foley seeks a collaborative leader who can bring all four executive directors together around shared priorities while respecting their expertise and operational responsibilities. The ideal candidate will provide clear direction, support sound decisions, and hold leaders accountable for results. This individual will build productive relationships with the Mayor and City Council through candid advice, consistent communication, and dependable follow-through. The Administrator must explain complex issues clearly, present practical options, and anticipate concerns so elected officials have the information needed to make decisions.

The successful candidate will understand the opportunities and pressures that accompany growth. Experience connecting land use, infrastructure, public safety, capital investment, and financial planning will be especially valuable. This leader should be able to evaluate competing needs, recommend priorities, and keep major initiatives moving while maintaining reliable daily services.

Strong financial judgment will be essential. The next Administrator should understand operating and capital budgets, the role of fund balances, and the continuing costs associated with new facilities and expanded services. The ability to explain financial choices clearly will help elected officials and the community assess both immediate needs and long-term commitments.

Approachable and engaged, the next Administrator will spend time learning departmental operations and listening to employees, residents, and community partners. The ideal candidate will encourage professional growth, welcome useful ideas, and address difficult matters fairly and directly.

Above all, Foley seeks a leader whose conduct reflects the City's values and whose decisions demonstrate integrity, preparation, and responsible stewardship of public resources.

Qualifications

Candidates must possess a bachelor's degree from an accredited university and ten years of progressively responsible experience in a related field, preferably public administration or local government; or an equivalent combination of education, training, and experience that provides the required knowledge, skills, and abilities.

Preferred qualifications include:

- A Master of Public Administration or Master of Business Administration
- International City/County Management Association (ICMA) Credentialed Manager designation
- Municipal government experience

Candidates should demonstrate the ability to lead a complex organization, manage budgets, guide capital improvement programs, establish effective working relationships, and communicate clearly with elected officials, employees, and the public.

Compensation and Benefits

The salary range for this position is $134,935 to $215,900, with starting compensation based on qualifications and experience.

The City of Foley offers health, dental, vision, and prescription insurance (no cost to employees; family coverage premium is $155/month); retirement participation through the Alabama State Retirement System; paid vacation, holidays, and sick leave; and professional development opportunities, subject to applicable plan terms and eligibility requirements.

How to Apply

Come and join us

The City of Foley welcomes applications from qualified professionals interested in leading a growing organization and helping shape the community's future. The ideal candidate will bring strong leadership, sound judgment, and a commitment to public service. A**pplications will be accepted from November 1 through December 19, 2026,** and all materials must be submitted by the closing date to be considered.

To view the full position description and submit an online application, visit cityoffoley.gov. Applicants should review the qualifications and application requirements and provide all requested materials through the City's online employment portal by December 19, 2026.

The City of Foley is an equal opportunity employer. Application materials will be handled with discretion throughout the recruitment process. Disclosure of candidate information will be governed by applicable Alabama law. Candidates with questions about confidentiality should contact Human Resources Director Suzanne Kellams at skellams@cityoffoley.gov.

CITY OF Foley

Scan to apply!





CITY OF Foley

www.CityofFoley.gov