

## BURBANK WATER AND POWER GENERAL MANAGER

Burbank Water and Power (BWP) is a not-for-profit utility owned by the citizens of Burbank, California. The Mission of BWP is to provide electric and water services to their customers in a safe and reliable manner while providing stable and competitive rates. Burbank is a Charter City that operates under a City Council-City Manager form of government. Burbank's five-member City Council determines how BWP's services are provided, including setting rates and approving services. Burbank is a full-service City, employing over 1,400 people.

BWP seeks a General Manager (GM) who brings a compelling vision and strong leadership skills to ensure continued success and positive organizational progress and change. The GM sets the professional tone for the entire organization and is expected to consistently elevate performance metrics, financial results, and service delivery for the benefit of customers. He or she must also be an exemplary communicator able to effectively interact with employees as well as City, community, and industry partners. The GM must be a collaborative partner with other City departments and ensure City leadership is fully apprised of emerging financial and operational challenges and issues, as well as, trends, regulatory changes, and developing legislation.

The GM will lead a 340-person workforce, many of whom are represented by organized labor. Direct reports to the GM include:

- Assistant General Manager of Electric Services
- Assistant General Manager of Power Supply
- Assistant General Manager of Water Systems
- Assistant General Manager of Finance
- Assistant General Manager of Customer Service & Marketing
- Assistant General Manager of Technology
- Administrative Officer
- Executive Assistant



## THE SUCCESSFUL CANDIDATE

The ideal candidate will build upon BWP's current record of safety, reliability, sustainability, and value and be forward thinking with the ability and desire to create momentum around shaping a utility of the future that embraces new ideas, technologies and sustainability. BWP prioritizes character, leadership skills, and strategic thinking on top of having utility-specific technical expertise. Candidates must possess a strong customer service and public service mentality, along with unquestionable ethics and integrity.

The successful candidate must offer experience promoting diversity and managing a large, diverse workforce that includes the ability to foster strong labor relations. He or she must maintain meaningful employee engagement by empowering, delegating, inspiring, mentoring, and developing employees. He or she must also be able to foster an environment of service, collaboration and inclusion among different utility divisions, City departments, and within the community.

The GM is expected to work as part of a team in a transparent and participatory environment. He or she must possess a proactive and compelling communication style that includes the ability to present complex industry matters to many different audiences including Board/Council members, other local government officials, community and business leaders, representatives of other agencies, industry peers, employees, and the public.

BWP seeks candidates who are fiscally knowledgeable and able to establish, execute, and achieve the utilities' annual budget and financial goals. Candidates who possess

knowledge of water and power supply issues and those who can bring about operational excellence for effective and efficient utility operations are considered ideal.

Candidates must possess any combination of education and/or experience that has provided the knowledge, skills, and abilities necessary for acceptable job performance as determined by the City.

## THE ORGANIZATION

BWP operates out of three LEEDS Platinum Buildings and provides services to approximately 23,000 water customers and 55,000 electric customers in an urban center in greater Los Angeles. BWP has an annual budget of approximately \$337 million and a system peak of 320 MW and annual water sales of 8,200,000 ccf.

BWP operates one of the more technically sophisticated and reliable distribution systems in the nation (current availability is 99.999%). The utility was an early adopter of numerous smart grid-enabling technologies, including, Automated Metering Infrastructure (AMI), Meter Data Management (MDM), an Oracle customer information system (CCMB), an extensive dark fiber system and gigabit Ethernet broadband service, smart relays and reclosers, integrated automated dispatch, and predictive distribution system analytics. All of BWP's largest customers and a large percentage of total load are on time-of-use rates.

BWP owns and operates a diverse power portfolio, comprised of approximately 35% renewable including landfill gas, wind, solar, hydroelectric, and utility-scale energy storage resources. BWP's goals are to become 60% renewable by 2030 and 100% Green House Gas-free by 2040.



## THE ORGANIZATION (continued)

The utility manages much of its power supply needs through participation in the Southern California Public Power Agency (SCPPA). However, BWP also operates the 300 MW gas-fired Magnolia Plant, two small gas-fired steam generators, and one simple-cycle combustion turbine, as well as a 24/7 power trading operation. The utilities energy efficiency efforts saved a cumulative 12.2 MWh for its customers.

The City of Burbank offers a unique customer composition that is dominated heavily by residential customers in number. However, 67% of BWP's electric sales is gained from 3% of BPW's customers, including commercial media giants (Disney, Warner Brothers, Nickelodeon, etc.) that require significant attention to power quality, reliability and renewable energy supplies.

Burbank does not have any natural reoccurring water rights within Burbank and is 100% dependent on imported water purchased from the Metropolitan Water District. However, Burbank receives groundwater credits based on the amount of retail water sales by BWP. Using the groundwater credits, BWP pumps from wells in Burbank and then treats the water to remove volatile organic contaminants. Metropolitan Water District (MWD) is very dependent on water supply from the State Water Project and the Colorado River Aqueduct system which are facing vulnerabilities while MWD continues to have annual rate increases in the 3% to 5% range.

BWP has rapidly expanded its recycled water system throughout Burbank, currently recycled water represents 16% of all water sales. Water sale growth is stagnant and cash reserves are on the low end. Burbank has a policy that requires the use of recycled water for targeted large irrigated landscaped areas and other industrial uses.

BWP's forecast for electric rate increases for the next four years is in the 1.5% to 2.5% range, while water rate increases are forecasted to be 6.5% to 7.5% per year for the next four years. Today, BWP's electric rate is 3% lower

compared to 2004 adjusted for inflation, and water rates are anywhere from 16% to 51% lower than neighboring utilities.

BWP's electric bonds are rated 'Aa3' by Moody's Investor Service. Water bonds are rated 'AAA' with a stable outlook by Fitch Ratings. More information can be found at:

<https://www.burbankwaterandpower.com/>

## THE COMMUNITY

Tucked between the Hollywood Hills and the Verdugo Mountains in the heart of Los Angeles County, the City of Burbank is a picturesque city with a small-town feel that belies its prominent position in the world of entertainment. Its excellent school system, extensive shopping, moderate year-round climate, tree-lined neighborhoods, proximity to ocean and mountains, and many parks make Burbank an excellent place to call home.

Throughout its 100-year history, Burbank has embodied a forward-thinking city that provides a high quality of life and strong sense of community to its residents. Presently, Burbank maintains its long standing relationship with Warner Brothers and Disney and is now home to hundreds of media and related support companies such as ABC, Cartoon-Network Studios, Nickelodeon Animation, Clear Channel, and other post production, film processing, special effects, equipment rental and related businesses. As such, Burbank is happily referred to as the "Media Capital of the World." These iconic companies, along with the City's theaters, restaurants, shops, nightspots, and festivals, attract nearly ten million tourists and visitors each year.





## THE COMMUNITY (continued)

Burbank’s diversified economic base provides full-time employment opportunities for approximately 150,000 individuals across a wide variety of industries including high tech, retail, finance/banking and hospital/medical. In addition, the City has 41 public parks and facilities, a public golf course, equestrian trails, bike paths, a weekly Farmer’s Market, outstanding municipal services, an innovative recycling program, and high performing schools.

Named one of the nation’s 100 Best Communities for Young People in 2008 and 2010, the City was also ranked the 16th safest city to live in the United States in 2016 by BusinessInsider.com. The 17-square-mile Burbank community is a wonderful place to live, work, and play, but is also in near proximity to many other communities including Pasadena, Santa Clarita, Arcadia, La Canada Flintridge, Northridge, and Studio City. To learn more, visit: <https://www.burbankca.gov/>

## COMPENSATION AND BENEFITS

The annual salary range goes up to \$294,839. The City of Burbank offers an excellent compensation and benefits program, which includes:

- CalPERS retirement: 2.5% at 55 for Classic PERS participants. 2% at 62 for new PERS participants. The City does not participate in Social Security.
- Deferred Compensation Program: 457 plan with City matching employee contributions up to \$100/month.
- Retiree Medical Trust: The City contributes \$100/pay period to a Retiree Medical Trust.
- Utility Retiree Medical Trust: Eligible to participate in the Utility Retiree Medical Trust and the City contributes half the required contribution.
- Retiree Health Savings (RHS): The City contributes \$100/month. In addition, the cash

out value of 50% of eligible leave balances will be deposited into the RHS account at separation.

- Cafeteria Plan: \$350/month towards a Medical Plan plus additional medical premium if eligible. Total potential allowance up to \$1,390 monthly for family CalPERS premiums.
- Dental Insurance: City paid family coverage.
- Vision Plan: City paid for employees only with option of adding dependents at additional cost.
- Auto Allowance: \$374 per month.
- Executive Leave accrual rates (includes vacation and sick leave):
  - ◊ 0 to 14 years of service: 316 hours/year
  - ◊ 15+ years of service: 356 hours/year
  - ◊ Option to cash out up to 350 hours per fiscal year in compliance with balance requirements.
- Holidays: 10 annually.
- Tuition Reimbursement: 75% up to \$5,000 per fiscal year.
- Professional Development: City pays \$75 per month.
- Life Insurance: City paid \$100,000 policy.
- Accidental Death & Dismemberment (ADD) Insurance: City paid policy to cover loss of up to \$102,000.

Additional Benefits include: Employee Assistance Program (EAP), bilingual pay, military leave, short term/long term disability insurance, and City held ADD coverage specific to work accidents.

## TO APPLY

Interested candidates should submit a cover letter and resume no later than August 17, 2020 to: [jgallo@mfpllc.us](mailto:jgallo@mfpllc.us)

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