

General Manager

*One of the
fastest growing cities
in America!*



Your Water Our Responsibility

CITY OF INDIO, CALIFORNIA



THE COMMUNITY

Spanning 33 square miles and with a population of nearly 90,000, the City of Indio is the largest municipality in the Coachella Valley. Indio is a city focused on future opportunity and sustainable growth potential. The community's population has increased by 57% since 2000, requiring strategic response by City leadership in the upgrade of infrastructure and services. Several significant new development projects are on the horizon, including significant retail, housing, College of the Desert developments, new Police and Fire Facilities, and Downtown enhancements. The City is also actively seeking wealth-generating industrial development.

Indio is well-known as the "City of Festivals" and welcomes close to a million visitors each year to festivals, shows, concerts and events, including the world-famous Coachella and Stagecoach Music Festivals held each April. The area's fabulous weather also makes it an ideal location for outdoor activities, including renowned polo matches, championship golf, cycling, equestrian events, and hiking. With so much to offer, it is no surprise that the tourism industry ranks as the region's top employment base. Exceptional growing conditions and an ample supply of ground water combine with the area's ideal climate to allow agriculture to remain the second-largest industry in the Coachella Valley.

A variety of housing options are available in Indio and range from workforce housing to multimillion-dollar homes, accommodating the needs of a wide spectrum of residential interests. Executive housing includes resort-style living with condominiums and golf course residences in gated communities.

To learn more about this beautiful, growing City, visit www.indio.org.

CITY GOVERNMENT

Incorporated in 1930, the City of Indio operates under a Council-Manager form of government with five elected City Council members, elected by district. The role of the Mayor rotates on an annual basis. The City Council appoints the City Attorney and City Manager. The City Manager serves as the City's chief executive officer and appoints and supervises department heads, including the Indio Water Authority General Manager. The City Council is the legislative body for the municipality and the Public Financing Authority. The City Council also serves as the governing board of the Indio Water Authority, with the City Manager designated as Executive Director.

Indio is a full-service city with 257 full-time staff in nine departments (Police, Public Works, Community Development, IWA, Finance, Human Resources, Economic Development, Information Technology, and Administration). It is supported by a total citywide FY2018-19 budget of \$173M, with \$133M operating and \$40M capital budgets. The General Fund budget is \$88.2 million. In addition to the Indio Water Authority, the City operates two additional enterprise operations: Indio Municipal Golf and Solid Waste. Fire services are provided under contract with Cal Fire.

With so much recent growth, the City is in the process of adopting a new General Plan and Downtown Specific Plan, with priority on a high-caliber development and redevelopment of the downtown area where the City owns much of the developable property.

Current City Manager Mark Scott has served as a city manager for nearly thirty 30 years, in multiple cities, including those with substantial water utility enterprises. Mr. Scott has served the Indio community for the last 18 months and is seeking a water utility professional to join a team of collaborative department heads dedicated to proactive leadership.

INDIO WATER AUTHORITY

The City of Indio Water Authority (IWA) provides residents, visitors, and businesses with safe and reliable water service while ensuring the long-term viability of the City's water resources. It is responsible for serving a 38 square-mile area that includes the majority of the community of Indio and some of the unincorporated areas of Indio Hills, with a total service population of approximately 90,000. The IWA was formed as a Joint Powers Authority on April 19, 2000 and is governed by a five-member Board of Directors comprised of the City's five elected Councilmembers.





The City's water is procured through 20 wells that pump groundwater from aquifers in the Coachella Valley Whitewater Sub-basin, to which Indio possesses non-adjudicated groundwater rights. The wells have a capacity of 40 million gallons per day and are spread throughout the community, delivering water to four production plants, each equipped with a storage reservoir, booster pump station, disinfection equipment, and hydro-pneumatic tank to maintain system pressure. Recharge of the Groundwater Basin is managed by the Coachella Valley Water District.

IWA delivers remarkably high-quality drinking water. State-certified laboratories are used for bacteriological, physical, chemical, and radiological water analysis; weekly samples are collected from the entire water system and submitted for testing, thus ensuring the safety of the water and compliance with the Federal Environmental Protection Agency's Safe Drinking Water Act and California drinking water standards. The Authority expects to add approximately 300 water connections during Fiscal Year 2018-19 for a total of about 23,300, the majority of which are residential.

Total revenue for FY 2018-19, including water sales, service charges, interest, grants, and other sources, is projected to be \$27.3 million; expenditures are budgeted at \$26.2 million. The Water

Authority is supported by 47 full-time and four (4) part-time positions.

THE IDEAL CANDIDATE

A resilient professional with strong leadership fortitude, the ideal candidate will bring a fresh perspective and create momentum around the opportunity to shape utilities of the future. Expected to build upon the current record of safety, reliability, and value,

he/she must be a sophisticated problem solver with the motivation to transform and modernize.

Indio's General Manager must be a big picture thinker who can inspire others around a common vision while also being attentive to critical administrative and operational details. This forward thinking and highly strategic individual will have accomplishments that reflect a proficiency for anticipating challenges as well as opportunities, coupled with the ability to respond adeptly to such circumstances. Broad awareness of water utility trends and best practices will be expected.

This industry professional will have a history of embracing partner relationships with other public and private utility agencies on a local and regional basis. A cooperative internal and external team member, he/she will offer proven

effectiveness in cultivating effective networks, while simultaneously protecting a community's interests. The capacity to serve with a public servant heart and out of the best interest of the entire organization as well as the Indio community will be carefully assessed. A commitment to stewardship in the form of environmental sustainability and fiscal responsibility is also necessary to succeed in the role.

Along with having an impressive history of leading a high functioning team, it will be important for the new General Manager to be an inspiring mentor who encourages critical thinking, reasonable risk taking and continuous development. A track record that reflects success in attracting, selecting, and retaining talented teammates will be expected. In addition, the ideal candidate will exhibit the self-awareness required to relate to all co-workers as valued colleagues and be genuinely committed to their ongoing professional growth and overall wellbeing.

Known for being a collaborative and valuable business partner, the individual selected will display high emotional intelligence and sound political acumen. He/she will be an approachable relationship builder who easily develops trust and rapport with people. Sensitive to the importance of public education and messaging, the ideal candidate will appreciate the value of communicating proactively and generously with customers and other stakeholders. He/she



will be a skilled diplomat and empathetic listener who stays abreast of industry effective community engagement tools and strategies.

At least six (6) years of broad and extensive experience in water operations, including a minimum of three (3) years in an administrative or supervisory capacity, and a Bachelor's degree from an accredited college or university in Public Administration, Business Administration, Engineering, or closely related field is required. Municipal government experience is preferred; a sophisticated understanding the Council-City Manager form of government is essential.

COMPENSATION & BENEFITS

The General Manager's salary range is \$125,632 - \$185,619; placement within the range will be DOQE. Supplementing salary, the City offers a competitive benefit package that includes but is not limited to:

- **Retirement** – *Classic Member* 2.7% @ 55 formula; employees currently pay 8% of salary. *New Member* 2% @ 62 formula; employees currently pay 6.25% of salary.
- **Flexible Benefits Plan** – Monthly City contribution of \$1,500 for employee's choice of medical, dental, vision and other allowable pre-tax benefit options.
- **Vacation Leave** – Accrual rate depending on years of service; maximum accrual rate is 200 hours per year. Maximum accumulation is three (3) times annual accrual rate.
- **Vacation Buy-Back** – Vacation pay in lieu of paid time off up to 80 hours per calendar year.
- **Sick Leave** – New employees receive bank of 40 hours at start of employment. Additional sick leave accrued at rate of one (1) day per month. No cap on sick leave accumulation.

- **Holidays** – 13 paid holidays in calendar year.
- **Administrative Leave** – 80 hours per fiscal year; up to 16 hours may be carried over into next fiscal year.
- **Retiree Medical Insurance** – must be vested in CalPERS and have served the City of Indio for a minimum of five (5) years; employer contribution tied to vesting schedule that increases with service time.
- **Deferred Compensation** – The City offers two plans for employee contributions (the city does not contribute).
- **Auto Allowance** – \$500 per month.

APPLICATION & SELECTION PROCESS

This recruitment will close on **Sunday, February 24, 2019**. To apply for this opportunity, upload cover letter, resume, and a list of six professional references using the "Apply Now" feature at www.tbcrecruiting.com.



Bob McFall · 818.429.4699
Teri Black · 424.296.3111

TERI BLACK & COMPANY, LLC
www.tbcrecruiting.com



Resumes will be screened in relation to the criteria articulated in this brochure upon receipt. Applicants with the most relevant qualifications will be granted preliminary interviews by the recruiters immediately following the closing date. A small group of candidates will be invited to participate in further interviews in Indio in late March. An appointment is anticipated shortly thereafter following the completion of extensive background and reference checks. Please note that references will not be contacted until the end of the process and, at that time, will be done so in close coordination with the candidate impacted.

