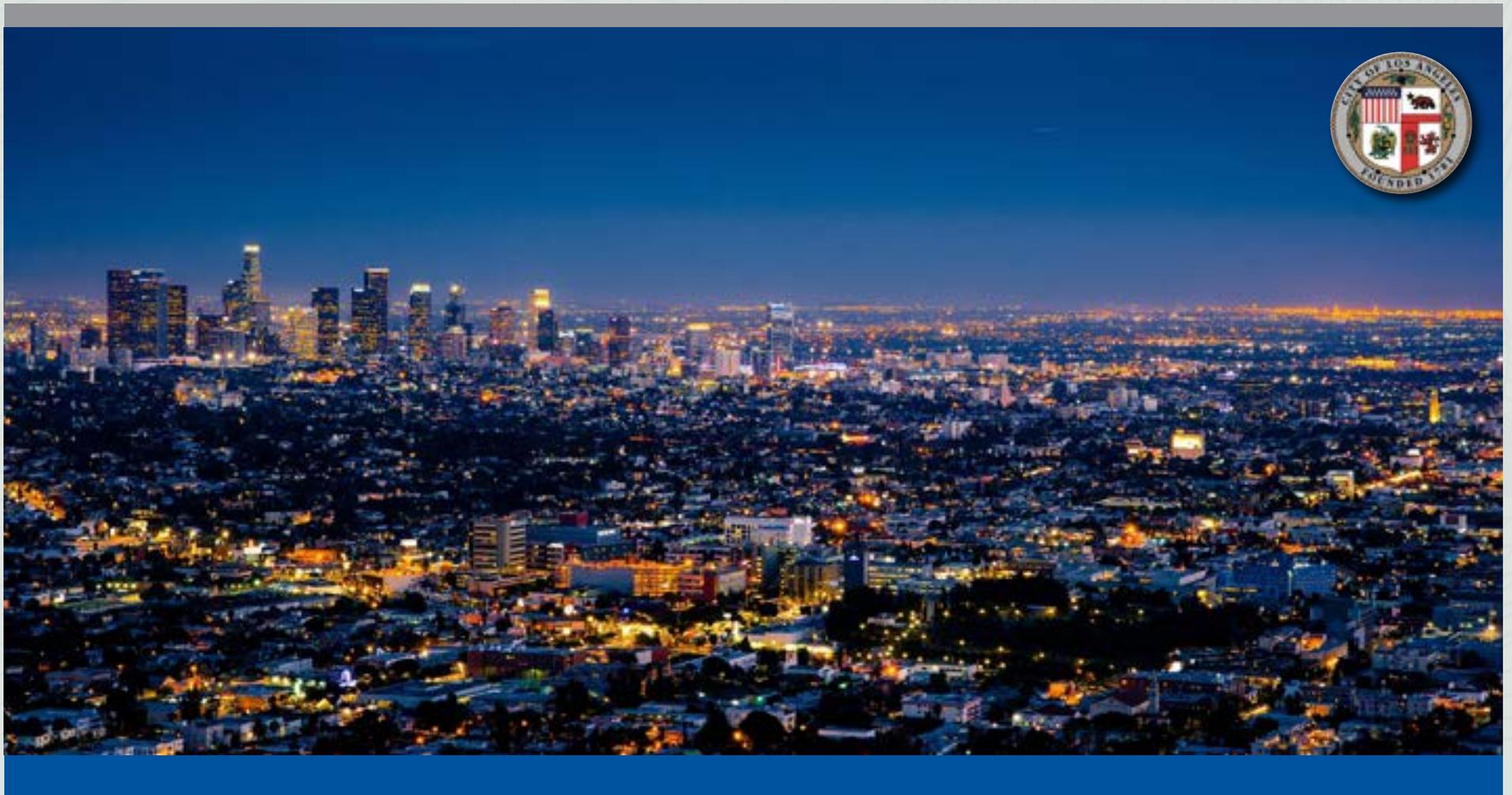


City of Los Angeles

The Office of Public Accountability (OPA)

invites your interest in the positions of

UTILITY RATES AND POLICY SPECIALIST I, II, & III





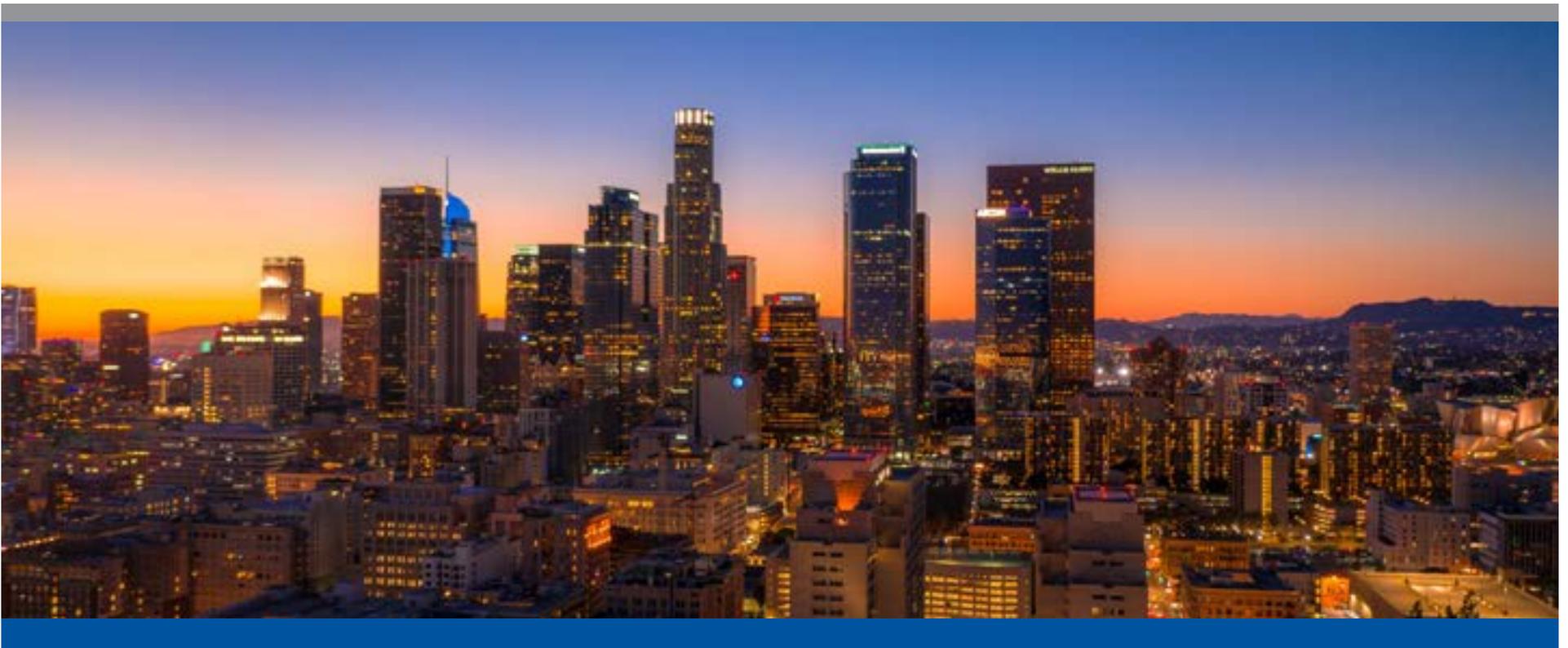
Outstanding Career Opportunities

The Office of Public Accountability/Ratepayer Advocate for the City of Los Angeles is now hiring! This is an exciting opportunity to join a high-performance team in the Utility Rates & Policy Specialist (URPS) class series. Staff in these positions are considered at-will and exempt. The team of URPS staff is responsible for contributing and advising the Executive Director/Ratepayer Advocate on water and power related policy, strategy, management, and operations issues. This focus also includes related water or power rate and service changes that impact ratepayers served by the Los Angeles, Department of Water and Power.



Overview of the Los Angeles Region

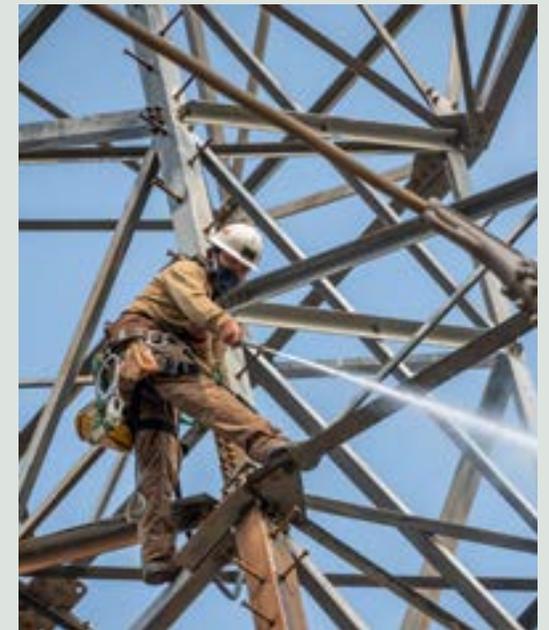
The City of Los Angeles is a world-class city with a vibrant, diverse economy, and an unparalleled quality of life. Los Angeles is the second largest city in the United States and has a multi-ethnic population of approximately 3.9 million. Los Angeles is one of the largest businesses, financial entities, and trade centers in the country. It is a trend-setting global metropolis with a fascinating history and a rich cultural heritage. Known for being the entertainment capital of the world, Los Angeles also offers Michelin-starred restaurants, major sporting venues, world renowned research colleges and universities, diverse multicultural and eclectic neighborhoods, 75 miles of coastline, and hundreds of miles of cycling and hiking trails. Cultural attractions for residents and visitors alike include the Space Shuttle Endeavour, Walt Disney Concert Hall, the Getty Center, art galleries, and urban art. A combination of cultural offerings and moderate climate have established Los Angeles as not just a tourist destination but a welcoming place for new residents, and a home for lifelong Angelenos. Today, Los Angeles continues to be an economic powerhouse and a major trendsetter in virtually every field of human endeavor.



The City Organization

Los Angeles is a charter city, governed by the Mayor and the City Council. The City Council serves full time and has fifteen members that are elected by district. The other two elective offices of the City are the Controller and City Attorney. The City's elected officials serve four-year terms. Volunteer Commissions consisting of prominent business and community leaders appointed by the Mayor and confirmed by the City Council oversee several City departments and bureaus.

The City has over 40 departments, bureaus, and offices for which funds are budgeted annually by the Mayor and City Council. In addition, the City has three proprietary (enterprise) Departments (the Departments of Water and Power, Harbor, and Airports), governed by Commissions, which are financed solely by revenue generated from their operations.



Office of Public Accountability

More than ten years ago, in March 2011, Los Angeles voters amended the City Charter and approved the creation of the Office of Public Accountability (OPA) and an Executive Director/Ratepayer Advocate position, with a five-year term. The Charter amendment authorized the OPA to provide independent public review of the actions of the Department of Water and Power (DWP) as they relate to DWP water and power rates. After extensive public discussion, it was determined that the OPA would not function as an Inspector General for oversight of DWP.

Dr. Fred Pickel was appointed as the Executive Director/Ratepayer Advocate in January 2012. Dr. Pickel's current term will expire in December 2023. Candidates should be aware that this requires the appointment of a new Executive Director/Ratepayer Advocate. This process includes an appointment of a candidate by a citizen's committee and concurrence by the Mayor and City Council. Efforts to establish a recruitment and selection process for new Executive Director/Ratepayer Advocate have not yet been undertaken by the City of Los Angeles.

The current staffing configuration can be viewed [here](#).

The OPA, operating with a small technical and administrative staff, is charged with performing periodic rate proposal reviews, providing direct analytical support, issuing, and presenting public reports on findings, and, equally important, responding to public inquiries on rate related matters.

The overall mission of OPA is to:

- Study policies and objectives for the purpose of analyzing rate proposals;
- Provide public independent analysis of rate proposals and significant decisions that are likely to impact rates;
- Prepare reports and presentations that increase the public's, the DWP Board of Commissioners', Mayor's, and City Council's understanding of whether these rate proposals are reasonable, including analysis of costs and risks of alternative rates; and
- Develop analyses of customer service performance at DWP.

The Department of Water and Power

The Los Angeles Department of Water and Power (LADWP) is a highly visible proprietary department of the City of Los Angeles established more than 100 years ago to deliver reliable, high quality, and competitively priced water and electricity to the residents and businesses of the City. LADWP is the largest municipal electric utility in the nation and exists to serve all customers with safe, reliable, and cost-effective water and power.

The utility is governed by a five-member Commission. Mr. Martin L. Adams, General Manager and Chief Engineer, provides leadership to a staff of over 10,000 and a combined annual budget of \$7 billion. LADWP operations are financed solely by the sale of water and electric services. Capital investments are funded through a combination of revenues from operations and the sale of tax-exempt bonds. As a revenue-producing proprietary department, LADWP transfers a portion of its annual estimated electric revenues to the City of Los Angeles' general fund.

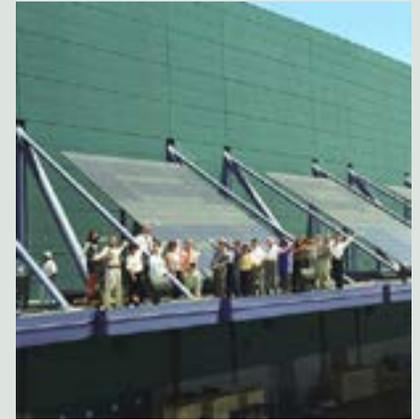
Position of Utility Rates & Policy Specialist

The Utility Rates & Policy Specialist (URPS) classification series is used to classify positions within the Office of Public Accountability. All positions in this series are considered to be at-will and serve at the pleasure of the Executive Director/Ratepayer Advocate. Formal action to create this classification was undertaken by the Civil Service Commission. The job classification that is the foundation for this solicitation of candidates can be found [here](#).

Positions in the Utility Rates & Policy Specialist class series are responsible for advising the Executive Director/Ratepayer Advocate for the Office of Public Accountability on water and power related policy, strategy, management, and operations issues, and the related water or power rate and service impacts that could have effect on the DWP ratepayers, the public, or the City. Positions in this series represent the Executive Director/Ratepayer Advocate for the Office of Public Accountability in discussions with the Mayor, City Council, Neighborhood Councils, and the public.

Currently, the Office of Public Accountability is seeking to hire multiple positions at the Utility Rates & Policy Specialist (URPS I, II, or III) classification level. A brief overview of the various Utility Rates & Policy Specialist levels is provided below:

- **Utility Rates & Policy Specialist I** – This classification level requires emphasis on financial analysis. Three years of experience and knowledge in a municipal utility and/or governmental regulatory agency is desirable.
- **Utility Rates & Policy Specialist II** – This classification level would have a good working knowledge of and experience in utility rate development, application, and analysis as well as industry trends, regulations, regulatory agency policies/procedures, and forecasting. OPA is seeking capability in both water and power, but an applicant need not have experience in both areas. Both depth and breadth of analytical capability and experience is important at this level.
- **Utility Rates & Policy Specialist III** – This classification level supervises or acts as a lead worker over staff performing and communicating the work of the OPA. Placement at this level requires extensive and comprehensive knowledge of the operations, policies, procedures, and budgeting/budget analysis principles used in the development, application, and review of utility rates. A candidate at this level (URPS III) would be expected to “stand-in” to represent the Office of Public Accountability or the Ratepayer Advocate in hearings and public presentations.



The Ideal Candidate

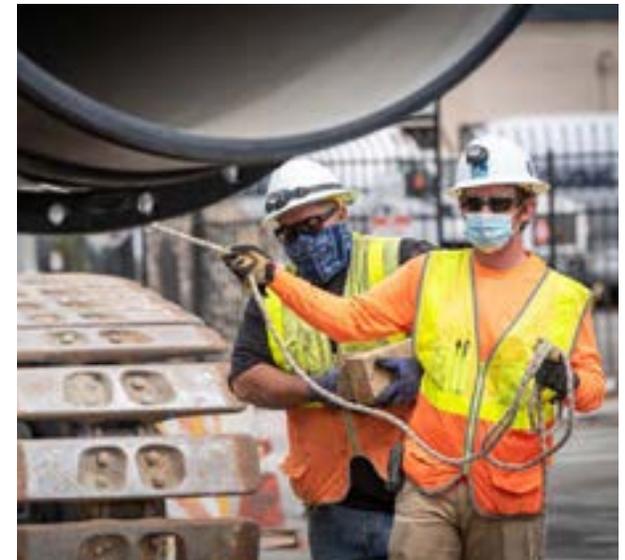
The ideal candidate for this position will be a results-oriented professional committed to excellence, independence, transparency, and fiscal accountability. The ideal candidate will also have financial analytic skills with the ability to probe, question, and investigate complex details in order to fulfill the critical aspect of independent public review essential in this Office.

In addition to skills to analyze and interpret general economic factors affecting the DWP's plans, operations, rates, and finance, individuals working for this Office will have strong oral and written communication skills. Candidates will also have the ability to prepare and present oral and written reports, provide advice, and make recommendations in a clear and concise fashion. Public presentations may be required with an array of groups and individuals including elected and appointed officials, City officers, representatives of public and private agencies, City employees, Neighborhood Councils, the media, and the public.

Depending on the classification level, the top candidate(s) will have a varying degree of knowledge related to:

- Principles, methods, and techniques of public utility planning, operations, rates, and finance including budgeting, expenditures, revenues, indebtedness, business processes, and utility-related public policy;
- Principles, practices, methods, and techniques of utility management; and
- Utility regulation processes and policy.

In summary, the greatest responsibility of the Office of Public Accountability and its staff is the ability to effectively communicate and evaluate the utility rate structure in an open fashion, in support of the DWP Board of Commissioners, Mayor, City Council, and ultimately on behalf of the general public.



Qualifying Education and Experience

Utility Rates & Policy Specialist I (URPS I) – The minimum requirements for entry into this classification series are:

- **Education** – A Bachelor’s degree from a fully accredited and recognized institution is required.
- **Experience** – Three (3) years of professional experience in a utility or regulatory entity with emphasis on financial analysis and/or management is required. Experience and knowledge in a municipal utility and/or governmental regulatory agency is desirable.

Utility Rates & Policy Specialist II (URPS II)* – requires specific experience directly related to a utility or government regulatory agency.

Utility Rates & Policy Specialist III (URPS III)* – requires significant directly related experience that includes some supervisory experience.

* Desired advanced education/experience increases for each level within the series.



Compensation and Benefits

Depending on the classification level this position is filled at, the current annual salary range for each level is:

- **Utility Rates & Policy Specialist I (URPS I)** – Range 5137 (\$110,204 to \$161,130)
- **Utility Rates & Policy Specialist II (URPS II)** – Range 5407 (\$116,009 to \$169,566)
- **Utility Rates & Policy Specialist III (URPS III)** – Range 6172 (\$132,420 to \$193,599)

An excellent benefits package including health/dental coverage and retirement is also offered.

Benefit information may be accessed at <https://per.lacity.org/employee-resources/employee-benefits.html> and further information about the Los Angeles City Employee Retirement System (LACERS), eligibility and Tier 3 (new hires) is provided below. Members become vested and eligible to receive retirement benefits after they have completed five (5) years of continuous City service.

- Overview of Retirement Plan – <https://www.lacers.org/>
- Tier 3 Eligibility – https://www.lacers.org/sites/main/files/file-attachments/spd_final_tier_3.pdf?1576102995

The position of Utility Rates & Policy Specialist in the Office of Public Accountability is exempt and considered an at-will position and will not accrue any civil service tenure, contractual employment rights, or due process rights. Employment is exempted from the civil service provisions of the City Charter. These positions are unrepresented.



To Be Considered

This is a confidential selection process and will be handled accordingly throughout the various stages of the search. References will not be contacted until mutual interest has been established. ***This search effort may conclude when a sufficient candidate pool is achieved.*** Interested candidates should ***apply immediately*** by submitting a resume and compelling cover letter of interest to: [***apply@ralphandersen.com***](mailto:apply@ralphandersen.com).

Initial evaluation of submitted materials will be conducted by Ralph Andersen & Associates to determine the best overall match with the established criteria as outlined in this recruitment profile. The evaluation and selection process may consist of a supplemental questionnaire and/or written exercise(s) to further evaluate relevant experience and overall suitability for this position.

Employees of OPA presently have a work schedule allowing remote work from home with periodic scheduled and on-demand meetings and public sessions throughout the month in downtown Los Angeles. In-person meetings may begin again depending on pandemic conditions, but remote work would be available if City policies do not prohibit it.

For candidates seeking initial City employment, in accordance with Los Angeles City Ordinance 187134, information regarding COVID-19 vaccination requirements as conditions of employment may be found at: [***https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf***](https://clkrep.lacity.org/onlinedocs/2021/21-0921_ord_187134_8-24-21.pdf).

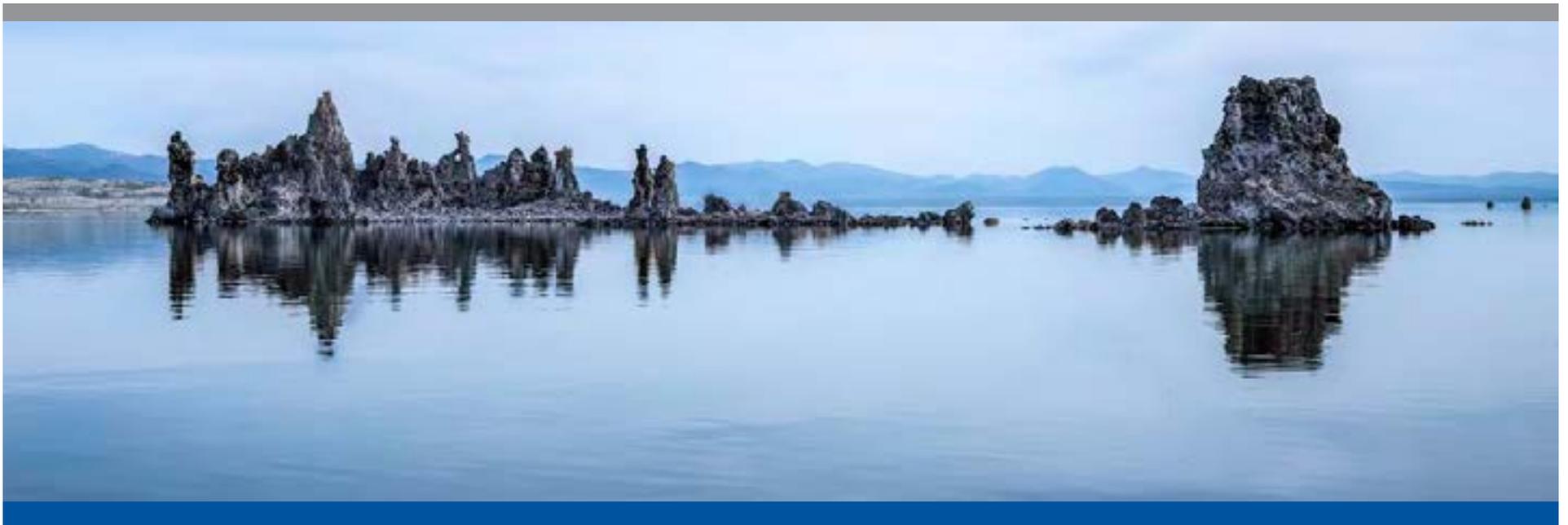
To Be Considered *continued*

Confidential inquiries are welcomed. Questions regarding this position or the recruitment process should be addressed to:

Ms. Heather Renschler
Ralph Andersen & Associates
(916) 630-4900

-or-

Send request to pre-scheduling a specific date/time of discussion to: scheduling@ralphandersen.com.



The City of Los Angeles is an Equal Employment Opportunity Employer

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