

# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE:** JANUARY 8, 2018

**ITEM NO:** 11

**SUBJECT:** REVIEW THE DRAFT RECRUITMENT BROCHURE AND DETERMINE COMPOSITION OF BOARD MEMBERS ON THE INTERVIEW PANEL FOR UTILITIES GENERAL MANAGER

**ISSUES:**

Review the Draft Recruitment Brochure and determine composition of Board members on the interview panel for Utilities General Manager

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Review and provide comments on the draft recruitment brochure for Utilities General Manager; and
2. Provide staff direction on the composition of the Board's interview panel.

**BACKGROUND:**

The Utilities General Manager, Girish Balachandran, has announced his retirement effective as of January 19, 2018. The City Manager will begin a recruitment for Girish's replacement. The City Charter gives the Board of Public Utilities an oversight role in the selection of the Utilities General Manager.

**DISCUSSION:**

A draft brochure has been created for the recruitment of a Utilities General Manager. The City Manager has requested that the Board of Public Utilities review the brochure and provide comments to staff, if any.

The City Manager has also requested that the Board of Public Utilities (Board) participate in the screening process for the new Utilities General Manager. If the Board chooses to participate, it should identify which members will participate on an interview panel.

**FISCAL IMPACT:**

There is no fiscal impact related to this action.

Prepared by: Todd L. Jorgenson, Utilities Assistant General Manager/Water  
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Certifies availability  
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Attachment: Draft Recruitment Brochure for Utilities General Manager