



RR Rio Rancho
City of Vision

New Mexico

DIRECTOR OF UTILITIES

\$109,824 - \$164,736 DOQ

Plus Excellent Benefits

Apply by

April 13, 2025

Open Until Filled

PROTHMAN



THE COMMUNITY



Located in the high desert of central New Mexico, on the north border of Albuquerque, Rio Rancho is the third largest, and fastest-growing city in the state. Rio Rancho spans 104 square miles and is home to over 112,000 residents.

Sitting at an elevation of 5,290 feet, the City provides clear skies, magnificent views of the Sandia Mountain range, and a pleasant climate with over 300 days of sunshine annually.

Ranked #35 of the top 50 Best Places to Live for Families in the United States by Fortune.com in 2024, the city offers its residents affordable housing, excellent schools, and a low crime rate, making it an attractive destination for families, retirees, and professionals alike. Outdoor enthusiasts appreciate the city's proximity to recreational amenities, including hiking trails in the Sandia Mountains, opportunities for skiing, numerous cycling routes, and nearby parks such as Cabelon Park and Rio Rancho Sports Complex. For adventure seekers, the natural wonders of the Rio Grande River and the Petroglyph National Monument are just a short drive away.

Served by the Rio Rancho Public Schools, Rio Rancho has a strong reputation for its top-tier education system, which is known for academic excellence and innovation. The city is also home to the University of New Mexico Health Sciences Center and Central New Mexico Community College, providing higher education opportunities for students residents alike.

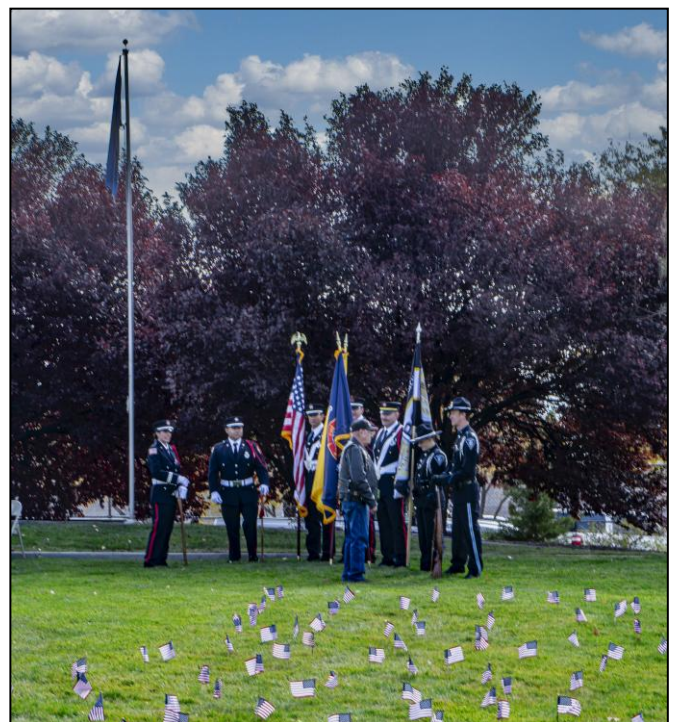
Cultural and community events are integral to Rio Rancho's identity, with celebrations such as the annual Rio Rancho Winterfest and the Mayor's Sunday is Funday bringing residents together. The city's vibrant arts and cultural scene is also showcased through public art displays, local galleries, and performances at the Rio Rancho Events Center.

Rio Rancho balances its growth with a strong commitment to sustainability, planning, and infrastructure improvements to ensure it remains a vibrant and welcoming community for generations to come.



THE CITY

The City of Rio Rancho operates under a City Council-City Manager form of government consisting of six district-elected council members and a full-time, at-large mayor. The City Manager oversees the City's daily operations and implements the Council's policies. The City operates on a 2024 budget of \$216.8 million with thirteen departments that include the City Manager's Office, City Attorney, City Clerk, Convention and Visitors Bureau, Development Services, Financial Services, Fire and Rescue, Human Resources, Information Technology, Library and Information Services, Municipal Court, Parks, Recreation, and Community Services, Police, Public Works, and Utilities.

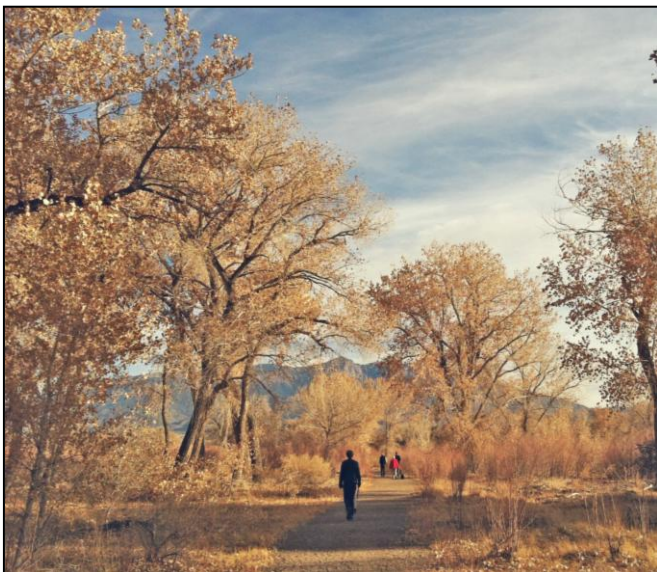


THE DEPARTMENT & POSITION

The Utilities Department provides essential utility and environmental services to the community. The department consists of 33 full-time positions across administration, environmental management, engineering, accounting, and customer service/billing, and is supported by a water and wastewater system contractor with 82 employees. The department is organized into three divisions which include Utility Accounting, Utility Operations, and Utility Services. These divisions manage departmental budgets, billing for over 40,000 utility accounts, and maintenance of the city's water and wastewater systems, including 17 water tanks. The Utilities Enterprise Fund has revenues derived from water, wastewater, and recycled water sales, impact fees, interest, and other income. In FY 2025, the fund reported revenues of \$61,490,917 and expenditures of \$68,429,627.

Under the general direction of the City Manager, the Director of Utilities supervises approximately five (5) employees and is responsible for the oversight of the Utilities Customer Service Division, managing the City's Water/Wastewater System, and insuring a safe and efficient operation. This position is responsible for the management of quality customer service, the utility enterprise fund, financing capital projects, long term planning of water and wastewater utilities, water rights management and acquisition, and oversight of the utilities' contractors.

To view the position's full job description, please view the attachment found [here](#).



OPPORTUNITIES & PRIORITIES

1. In Summer of 2024, Moody's rating services reviewed and upgraded the City's water/sewer revenue bonds from Aa3 to Aa2. At the same time, Moody's affirmed the City's Aa2 rating for its General Obligation Bonds. Noted in Moody's review and upgrade were strong financials associated with improved debt service coverage ratios, reserves, cash on-hand, manageable debt burden, and the recent creation of a Permanent Fund.
2. A \$28.6 million upgrade to Wastewater Treatment Plant #2 is set to begin in 2025. This three-year project will increase the plant's wastewater capacity and enhance its treatment capabilities to meet federal and state compliance standards. Funding for the project will come from federal sources and existing Utilities Department revenue.
3. The City plans to issue \$50 million in utility revenue bonds over the next five years, with the first \$25 million issuance scheduled for fall 2025. These funds will support a range of water and sewer capital projects outlined in the City's infrastructure plan.
4. The City is advancing its meter replacement program with the implementation of Automated Metering Infrastructure (AMI) technology. Phase 1 was successfully completed in 2023/2024, and Phase 2, which began in late 2024, is scheduled for completion in 2025.

EDUCATION & EXPERIENCE

Required Education and Experience:

- A bachelor's degree in engineering or a directly related discipline, and seven (7) years of related experience, three (3) of which are in a supervisory capacity.
- Registration as a Professional Engineer in New Mexico or must be able to obtain the required license within three (3) years of hire.
- Level IV - Water and Wastewater Operator State of New Mexico Certification is preferred.
- The ideal candidate must have strong analytical skills, exceptional interpersonal skills, strong leadership and consensus building skills, effectiveness in working with peer management staff, subordinate staff, contractors, and customers with diverse backgrounds, and the ability to make difficult decisions.

Necessary Knowledge, Skills & Abilities:

- Thorough knowledge of municipal water and wastewater operations and administration.
- Advanced knowledge of engineering theory, practice, and state construction and maintenance standards and codes.
- The ability to type rapidly and accurately to produce documents, spreadsheets, and perform data entry.
- Proficiency in technology, equipment, and software typically used in office environments.
- The ability to read, analyze, and interpret complex and sensitive documents, including technical reports, legal documents, and financial reports.
- Skilled in responding effectively to sensitive inquiries, complaints, or disputes from regulatory agencies, customers, managers, and the public.



- Strong writing skills to produce technical or legal reports, memoranda, and position papers for public dissemination, using original or innovative styles.
- Expertise in delivering effective and persuasive speeches or presentations on controversial or complex topics to management, public forums, and elected or appointed officials.
- The ability to analyze, interpret, and apply advanced mathematical concepts to solve organizational problems.
- The ability to apply principles of logical or scientific thinking to solve intellectual and practical problems.
- Capacity to maintain harmonious and collaborative relationships across departments and teams.
- Experience working closely with other department directors and managers on interdepartmental issues and projects that impact City services.
- The ability to respond to requests for information from the Governing Body, Public Infrastructure Advisory Board, and City Manager.
- Experience promoting teamwork and fostering a courteous and collaborative environment.
- Proven ability to work with utility contractors, business community, government agencies (EPA, NMED, MRGCOG, Sandoval County, and other municipalities), and community organizations to ensure a safe and efficient water and wastewater system.
- The ability to collaborate with contractors, consultants, and construction teams to address operational and construction concerns.
- The ability to respond to external problems and concerns promptly and professionally while presenting a friendly, courteous image for the City to customers, the public, and officials.



COMPENSATION & BENEFITS

- **\$109,824 - \$164,736 DOQ**
- Medical and dental coverage (City pays 80% of premium).
- Basic life insurance policy worth 2x annual salary (City pays 100% of premium).
- Long-term disability coverage (City pays 100% of premium).
- Additional elective benefits such as Vision coverage.
- Flexible spending account (FSA).
- Short-term disability.
- Supplemental life insurance coverage for self and family.
- Mandatory participation in the City's pension plan through the Public Employee's Retirement Association of New Mexico (PERA) with the City paying 75% of the employee's contribution.
- Voluntary enrollment in the City's supplemental 457 retirement plan.
- 25 accrued vacation days per year. 12 accrued sick days per year.
- 12 paid holidays per year.
- Negotiable upfront vacation pool and reasonable repaid relocation expenses.

Please visit www.rnm.gov/benefits to learn more about the City's provided benefits.



For more information on the City of Rio Rancho, please visit:

www.rnm.gov



The City of Rio Rancho is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **April 13, 2025** (open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to www.prothman.com and click on "Open Recruitments", select "City of Rio Rancho, NM – Director of Utilities" and click "Apply Online," or click [here](#).



www.prothman.com

206.368.0050