COUNCIL UTILITIES REGULATORY OFFICER
NEW ORLEANS CITY COUNCIL

The New Orleans City Council is the legislative branch of New Orleans city government. The Council considers and enacts all local laws that govern the city of New Orleans. The Council also approves the operating and capital budgets for the City, as recommended by the mayor, and continually monitors revenues and expenditures for local government operations. The City Council is also the regulatory body for public utilities, cable and telecommunications companies, and oversees the operations of the public access television in Orleans Parish. The City Council is comprised of five districts and two councilmembers-at-large. Council President and Councilmember-at-Large Jacquelyn Brechtel Clarkson; Council Vice-President and Councilmember-at-Large Eric Granderson; District "A" Councilmember Susan Guidry; District "B" Councilmember Stacy S. Head; District "C" Councilmember Kristin Gisleson Palmer; District "D" Councilmember Cynthia Hedge-Morrell; and District "E" Councilmember Jon D. Johnson.

The City Council is seeking a qualified individual with legal and utility regulatory experience to manage and administer the operations and affairs of the Council's Utility Regulatory Office, build the necessary staff, and recommend ways to increase the office's capacity for cost savings and advancement of progressive policies.

The Council Utilities Regulatory Officer (CURO) is the staff advisor to the Council on all policy and franchise authority matters related to its regulatory responsibilities, who will provide direction and management of in-house staff, as well as the legal and technical consultants retained by the Council. The CURO acts as the liaison between the Council and other regulatory agencies, as well as elected officials. The CURO will also act as legal advisor in regulatory litigation matters. The City offers a competitive retirement program and fringe benefits. Salary for the position begins at $89,500.00 with a longevity increase program. Interested applicants should send or e-mail a detailed resume', complete with salary history to:

City Council
Chief of Staff
1E06, City Hall
1300 Perdido Street
New Orleans, LA 70112
efpugh@nola.gov

Deadline for application is 5:00 p.m. Wednesday, December 7, 2011.

Position Description
Director
City Council Utilities Regulatory Office

Position Summary

This is a highly responsible professional unclassified position reporting to the Council of the City of New Orleans (Council) through the Chairs of its Council Utility Committee (CUC) and Cable and Telecommunications Committee (CTC). The position entails directing and active participation in the activities of the City Council Utilities Regulatory Office (CURO), which is the office responsible for administering the Council's constitutional and City Charter (Charter) authority in the Council's "supervision, regulation and control" of public utilities in Orleans Parish in addition to the review, granting and monitoring of franchises and permits for the use of public rights of way.

The role of the Director is that of the staff advisor to the Council on all policy and franchise authority matters in the exercise of its regulatory responsibilities; the administrative direction and management of legal and technical consultants retained by the Council (to assist it in the exercise of its authority) and their associated contracts and work activities; supervision of office staff; and staff liaison with local and state officials, including other state regulators, as well as federal agencies including the Federal Energy Regulatory Commission (FERC), Securities and Exchange Commission (SEC), The Federal Communications Commission (FCC) National Association of Regulatory Utility Commissions (NARUC), and the City of New Orleans' (City) state legislative delegation and the Louisiana congressional delegation.

The Director will act as a liaison between the City Council and the city's law department and other departments, boards and commissions in matters concerning the franchising and regulating of cable television providers, common carriers, telecommunications providers and public utilities. The Director will also act as a liaison between the City Council and the cable television providers, common carriers, telecommunications providers and public utilities.

The Director will assist the City Council in acquiring and managing communications technologies and related infrastructure which support the communications goals established by the City Council. This includes managing the technical infrastructure and operations built through the Government Access Capital Fund, the Cox franchise contribution and other funding sources.

Minimum Qualifications and Experience

Qualified candidates should possess, at a minimum, a law degree. Qualified individuals must also have an understanding of regulatory rate proceedings and litigation support requirements before state public service commission or the FERC.

Qualified candidates shall have a minimum of seven years demonstrated prior professional

experience with an electric or gas utility, law firm, telecommunications provider, utility consulting firm, or a state/federal regulatory commission with a combination of seven years of progressive experience in at least four of the following areas.

1. Regulatory policy analysis
2. Regulated utility or telecommunications company financial analyses, economic/financial evaluations
4. Supervision, administration and management of the regulatory function, including contract administration and its attendant procedures
5. Purchase gas adjustment and fuel adjustment clauses and their operation and design
6. Development, preparation, and/or sponsorship of expert testimony in litigated utility regulatory proceedings
7. Current understanding of the regulation, structures and issues affecting the electric, natural gas, or telecommunication industries
8. Development and administration of utility or telecommunication franchises and permits
9. Analysis of legal and regulatory decisions affecting electric and gas utilities and telecommunication providers
10. Familiarity with utility revenue requirements and cost-of-service analyses and their objectives
11. Design, development and implementation of energy conservation and demand side management programs and associated funding
12. Home Rule Charter and city law
13. Development of regulatory orders and legislative instruments
14. Experience on regulatory issues dealing with multi-state utility holding companies and their operating subsidiaries
15. Extensive knowledge of research methods, sources and techniques
16. Knowledge of operating procedures, practices and regulations applicable to administrative agency practice and utility regulation
17. Knowledge of government budgetary and administrative principals, controls and procedures
18. Design, development and execution of policies and plans which affect the communications infrastructure of public bodies or agencies.

Skills

Articulate, with demonstrated common sense and the ability to deal with elected officials and the general public. Must be able to work, with a minimum of supervision, on a wide variety of projects, sometimes concurrently. Strong quantitative skills. Demonstrated computer knowledge. Good communication skills, verbal and in writing. Ability to interface well and willing to contribute to a team concept in the administration and supervision of the Council's outside utility and telecommunication consultants.

Professional Registration

Qualified individuals must be licensed in the practice of Law in the State of Louisiana, or at a

minimum, demonstrated experience and career progress toward becoming licensed in Louisiana within one year of employment.

Responsibilities and Duties

The responsibilities and duties of this position include:

1. The review, monitoring and evaluation on an ongoing basis utility and telecommunication regulatory/franchise related activities on a local, state, regional and national level through the review of various regulatory materials.
2. The review and understanding of the City's Home Rule Charter and various laws, ordinances and resolutions related to the Council's exercise of its authority in the Council's supervision, regulation and control of public utilities in Orleans Parish, including the administering and issuance of franchises and permits.
3. Develop and make recommendations to the Council on policy issues on all aspects of the Council's powers of supervision, regulation and control of utilities and telecommunication providers in Orleans Parish as may be appropriate.
4. Investigate, review and advise the Council, in coordination with the Council's outside consultants, on changes in rates and services and other requests of utilities and telecommunications providers subject to the Council's authority and powers.
5. Assist in the development of legislative instruments for consideration by the Council.
6. Interface on an as needed basis with the Chairs of the Council Utility Committee and Cable and Telecommuncations Committee.
7. Assist the Council in the handling of consumer complaints under established Council procedures and protocols.
8. Manage and coordinate ongoing activities of Council's outside consultants including recommendations on policy and procedure and establishment of priorities.
9. Preparation and administration of a $6,500,000 annual budget and the management and control of outside consultants employed by the Council.
10. Attendance at all Council, CUC and CTC meetings as required.
11. Briefing Council members on utility and telecommunication matters presently under consideration by the Council.
12. Disbursement of public information on behalf of the Council on utility and telecommunication issues including liaison with the community, the utilities, telecommunication providers, various City agencies and departments and community groups on behalf of the Council and individual Council members.
13. Supervision of the staff of CURO.
14. Such other duties as may be assigned from time to time by the City Council, the Chairs of the CUC and CTC, and the City Council Chief of Staff

Salary

Commensurate with experience.