

# WATER SUPERINTENDENT RECRUITMENT

## The Opportunity

Anna, Texas combines the quality of life and atmosphere of a historic Texas agricultural town with the significant opportunity and growth of the Dallas/Fort Worth metro area. The community of Anna came to life in 1883 as a stop along the Houston & Texas Central Railroad line running between McKinney and Sherman. Anna was officially incorporated in 1913 and adopted its home rule charter in 2005.

Anna is a high-growth, high-potential community. The 2000 census recorded 1,225 residents. By 2010 it had grown by more than 600% to 8,249. Anna is in northern Collin County, one of the fastest growing areas in America for the past two decades. The latest population estimate is about 14,000 people. With more than 450 new building permits estimated this year, the pace of growth continues to gain speed.

This Water Superintendent Position is a new position for the City. Anna is meeting the significant growth of the community with additions to the Public Works department, enabling it to become more specialized among the water, street, and wastewater operations. The Water Superintendent will manage the entire water system in Anna. This is a great opportunity for someone looking to serve in a fast-paced, high growth environment and the position's responsibilities will only continue to grow along with the community.

**TO APPLY**

[jdgraygroup.com/annawater](http://jdgraygroup.com/annawater)

**FIRST REVIEW**

December 19, 2017

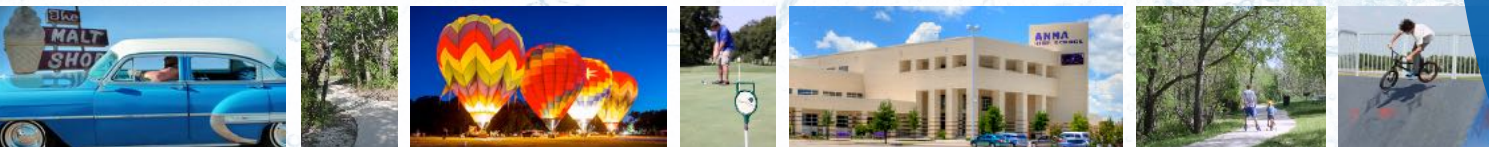
**MORE INFORMATION**

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THE CITY OF  
**Anna**



City of Anna

79 FTE

\$18.9M Budget

Public Works Department

26 FTE

\$7.6M Budget

Water Division

8 FTE

\$3.6M Budget

5,200 Active Water  
Accounts

2.5MGD Water  
Distribution Capacity

2.5M Gallons Storage  
Capacity

Ground Water Production  
Capacity  
1.6MGD

## The Organization

The City of Anna's vision is to bring about a community of friends and family working together to build a safe and sustainable future. This is an organization that is committed to serving its community. The City organization currently consists of 79 FTE employees.

The Public Works Department has 26 employees and operates on a \$7.6 million annual budget. The Water Superintendent position is a key component of the Public Works Department and the City organization as a whole. Anna recognizes that the consistent availability of safe, clean, high-quality water is crucial to its current citizens and businesses, and is critical component of meeting the demand for the growth into the foreseeable future.

The Public Works department is going through its own growth phase too. In the last budget cycle, the City provided the department with an organizational structure to focus on each of the water, streets, and wastewater components. Each of these divisions includes a Superintendent who is responsible for the management of the division's operations.

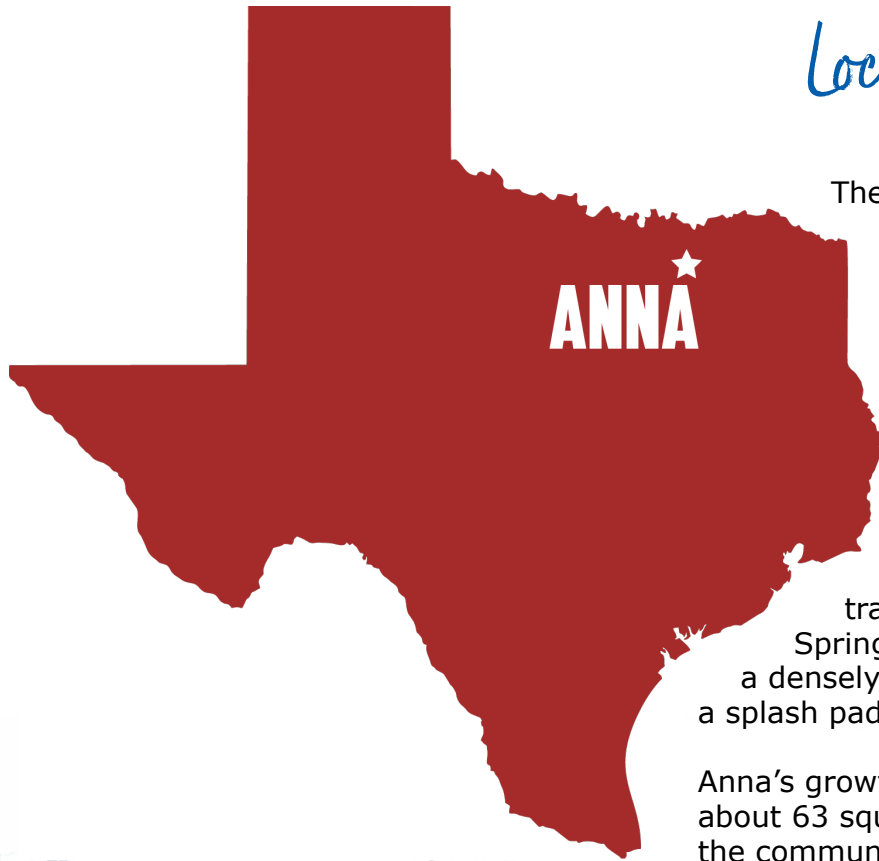
The Water Superintendent manages a \$3.6 million budget and leads a team of seven employees. The Superintendent will manage all aspects of the water system, including preparing and managing the annual budget, negotiating contracts, developing appropriate procedures, and all other aspects of the system. Anna's water source is a combination of its own ground water wells and surface water provided by the North Texas Municipal Water District. The water operations include all elements of construction, treatment, storage, pumping, and system maintenance.

As the Public Works Department continues to grow, the Water Superintendent will play a pivotal role in the department. Providing leadership to staff, researching and drafting standard operating procedures, key performance indicators, optimizing equipment, and managing infrastructure maintenance schedules are important parts of this position. Implementing various plans and processes will enable the department to continually meet the needs of the growing community. The Water Superintendent will be in a position to lead the modernization the system over the next several years.





## Location & Quality of Life



There is a reason why so many families are moving to Anna. The exceptional quality of life, easy access to major roadways, highly regarded school district, an engaged community, and housing affordability add to the attraction for hundreds of new families each year.

Anna is at the crossroads of several important growth corridors. US Highway 75 (Central Expressway), State Highway 121, the Collin County Outer Loop, State Highway 5 and a future DART rail corridor all serve Anna's transportation needs.

The City's park system is a big draw for new residents. Over a mile of hike and bike trails are already developed. The City plans to expand the trail system, connecting neighborhoods and recreational areas. Natural Springs Park hosts an authentic natural spring that feeds a pond surrounded by a densely wooded area. Slayter Creek Park includes a high-quality disc golf course, a splash pad, horseshoe pits, and a skatepark among other amenities.

Anna's growth will continue well into the next two decades. With a build-out area of about 63 square miles and an expected total population exceeding 250,000 people, the community is becoming one of the area's major cities.

While this growth brings a continual string of new opportunities, Anna is still a rural, small Texas town at heart. Neighbors know each other. Schools are small enough for every child to be involved yet large enough for a wide variety of educational, athletic, and extra-curricular opportunities. Friendliness continues to be a core value throughout the community.



# Key Accountabilities

The Water Superintendent is responsible for managing the day-to-day operations of the Water division. In coordination with the Director and Assistant Director of Public Works, the following key accountabilities have been developed to provide clear expectations for the Water Superintendent.

- ◆ Align the services, resources, staffing, policies, and procedures of the water division to achieve the city's established vision, guiding principles, mission, strategic themes and goals, providing effective, ethical leadership in a manner that honors the public trust.
- ◆ Develop and manage the water division budget in a fiscally responsible manner that supports the strategic direction and priorities of the Public Works Department.
- ◆ Hire, develop, and lead a top performing, engaged staff.
- ◆ Organize, produce, and communicate relevant information to engage the Assistant Director, Director, and City Manager in meaningful discussions, enabling them to act wisely and make fully informed decisions.
- ◆ Remain informed of and be fully engaged in all aspects of the water division, including actively managing the operating budget, personnel, capital projects, regulatory compliance, policies, procedures, and capital improvement planning of the division.

## Strategic Vision

*Anna is a community of friends and family working together to build a safe and sustainable future.*

## Guiding Principles

*Fiscal Responsibility*

*Accountability*

*Customer Focus*

*Transparency*

*Innovation*



## Ideal Candidate Profile

Top candidates must be energetic, self-motivated, and serve as an accountable and principled leader. The successful candidate must have the skills to work collaboratively within the Public Works Department and the community as a whole.

The City of Anna is looking for a manager with considerable knowledge of all aspects of water systems, components, and best practices. The ability to develop and effectively manage the implementation of processes and programs is critical to success.

The position requires a high school diploma or equivalent and seven years of progressively responsible experience working within a wide variety municipal water system operations. A minimum of three years of supervisory experience is required. A combination of education and experience may be considered to meet the requirements.

Current Class B TCEQ Surface Water Treatment and/or Groundwater Treatment licensure is preferred. The successful candidate will likely be required to obtain appropriate licenses within one year of employment. For a detailed list of all position requirements, please refer to [jdgraygroup.com/annawater](http://jdgraygroup.com/annawater).

***Preference will be given to candidates that have completed coursework in management, civil engineering or a related field.***

## Compensation

The salary range for the position starts at \$55,608 and actual starting salary may range up to the midpoint of \$68,559 dependent upon qualifications. Anna's full time employees have access to a comprehensive benefits package, including 2 to 1 matching of the employee's 7% retirement contribution to the TMRS system. Anna's employees begin accruing 3 weeks of paid vacation (annually) on day one of employment.

THE CITY OF  
**Anna**

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