

GENERAL MANAGER

Marin Municipal Water District

(Corte Madera, CA)





THE COMMUNITY

Nestled between San Francisco and the Napa Valley, Marin County is a breathtakingly beautiful coastal California community. Marin County is one of the original 27 counties of California, created February 18, 1850, following adoption of the California Constitution of 1849 – just months before the state was admitted to the Union. Its natural sites include the Muir Woods redwood forest, the Marin Headlands, Stinson Beach, the Point Reyes National Seashore, and Mount Tamalpais. Marin County is in the California Floristic Province, a zone of extremely high biodiversity. There are numerous ecosystems and protected plant and animal species present in this area.

In addition to outdoor adventures and scenic beauty, Marin County residents enjoy an abundance of cultural activities. Marin County also boasts an excellent public school system. Local colleges and universities include College of Marin, Dominican University, Golden Gate Theological Seminary, and San Francisco Theological Seminary. Full spectrum health care is available at Marin General Hospital. All the delights and adventures of the San Francisco Bay area, Sonoma County, and Napa County are within easy commuting distance.

THE MARIN MUNICIPAL WATER DISTRICT

In 1912, the Marin Municipal Water District received its charter as the first municipal water district in California. Until then, water in central and southern Marin was provided by a number of small, unrelated companies, many of which were subsidiaries of real estate developers.

Today, MMWD is a public agency that provides high-quality drinking water to 186,000 people in a 147-square-mile area of south and central Marin County. MMWD serves ten incorporated cities and towns, including San Rafael, Mill Valley, Fairfax, San Anselmo, Ross, Larkspur, Corte Madera, Tiburon, Belvedere, Sausalito, and unincorporated portions of Marin County.

MMWD is governed by a five-member board of directors, each of whom is elected to represent one of five geographic areas. The directors serve overlapping four-year terms. The board establishes policy on the District's mission, goals, and operations. The board also monitors the implementation of its policies and appoints the General Manager.

The District's highly motivated and talented workforce of 240 employees is responsible for managing over 20,000 acres of publicly accessible watershed lands and habitat that include 85 miles of biking trails/fire roads and 144 miles of hiking trails which receive over 2 million visitors annually. MMWD produces and delivers 22,000 acre-feet of potable water and 600 acre-feet of recycled water annually and, in a typical year, repairs approximately 200 water main breaks. Most of the District's workforce resides outside of Marin County. The District's budget is approximately \$100 million annually.

Additional information can be found at www.marinwater.org.

THE WATER SYSTEM & WATER SOURCES

Two unique features of MMWD's water system stand out: the drinking water provided is of high quality, and the area's unique geography and topography means its distribution system is very complex. It includes 900 miles of pipeline, two water treatment plants, a recycled water treatment plant, 94 pump stations, 127 treated water storage tanks with a storage capacity of 82 million gallons, and seven reservoirs with a combined storage capacity of nearly 80,000 acre-feet.

About 75% of MMWD's water comes from 21,635 acres of protected watershed on Mt. Tamalpais, and in the grassy hills of west Marin. These areas are mostly forested MMWD-owned lands and other undeveloped rural lands. Rainfall from these watersheds flows into MMWD's seven reservoirs. Water from these reservoirs is treated and filtered before delivery. The remaining 25% of MMWD's water is imported from the Sonoma County Water Agency. SCWA water originates from rainfall that flows into Lake Sonoma and Lake Mendocino and is released to the Russian River. The Russian River water is filtered naturally through 80 feet of sand beds adjacent to the river. The Russian River water blends with the District's reservoir water within the District's distribution system.

THE WATERSHED

The Mt. Tamalpais Watershed is one of Marin's most valuable natural resources as it is the major source of domestic water for MMWD's customers. The best way to assure high water quality is to keep the lands in a natural condition, which means balancing recreational use with preservation and protection. Permitted activities include hiking, biking, horseback riding, fishing, and picnicking. Camping, swimming, and boating are prohibited.

Caring for nature, managing visitors, and involving the public in watershed stewardship are the central tasks of MMWD's rangers, natural resource specialists, and watershed maintenance staff. Their responsibilities include protecting resources, managing fire risks, assisting visitors, monitoring plants and animal populations, restoring natural habitats, and maintaining access roads and trails.

THE POSITION

The General Manager is appointed by the Board of Directors and serves as the District's chief executive officer. Under policy guidance from the Board, the General Manager is responsible for providing leadership and management of the overall activities and operations of the Marin Municipal Water District to provide customers with the highest quality water possible while maximizing water use efficiency, keeping rates affordable, providing excellent customer service and serving as a responsible steward of the watershed, sustaining it for future generations.

The General Manager is accountable for developing, implementing and executing short and long term plans, policies, budgets and strategies to ensure timely execution of the District's mission, Strategic Plan, and other Board of Director priorities. He/she also supervises the preparation of operational, organizational, and fiscal reports for the Board's consideration and approval.

Other essential duties include:

- Establishing and promoting a professional work environment built on respect, civility, integrity and excellence.
- Ensuring the selection and retention of highly competent, effective, and dedicated managers and staff.
- Encouraging innovation and employee engagement while fostering a creative work environment.
- Overseeing the establishment of an executive staff performance and accountability program.
- Monitoring the District's labor negotiations and labor management efforts.



- Maintaining positive relationships with local and regional water utility partners.
- Communicating effectively with District employees and Board members.
- Leading outreach and communications with the local community including customers, citizen groups, thought leaders, and advisory bodies.

STRATEGIC PRIORITIES

Financial

- Developing and implementing short and longer term financial plans that ensure the financial health of the Water District, specifically addressing MMWD's capital and operating needs, maintaining a reasonable level of reserves, and keeping rates affordable.
- Completing the next Collective Bargaining Agreement that addresses the impact of the reduction in the CalPERS discount rate and increasing healthcare costs while also maintaining an attractive employee benefits package in an increasingly competitive market.

Watershed

- Developing and implementing a plan to invest in the District's "green infrastructure" on the watershed which is supported by diverse sources of funding.
- Strengthening relationships and coordination with managers of lands adjacent to the MMWD watershed.
- Maximizing regional engagement of and funding for watershed improvements through the OneTam partnership.
- Completing the comprehensive plan to minimize fire hazards and maximize ecological health on watershed lands called the Biodiversity, Fire and Fuels Integrated Plan.
- Finding commonality and striking a balance with varied users of the watershed, including hikers, bikers and equestrians, and ensuring enforcement of applicable regulations for watershed protection.

Water Use Efficiency

- Maximizing efficiency programs and opportunities to increase resilience, water security and keep down costs by delaying or avoiding entirely more costly investments.
- Developing performance metrics for efficiency programs, including energy savings.

Communications and Community Engagement

- Adopting and implementing a clear and effective strategic plan for communicating on a consistent, ongoing basis with the public and MMWD's broader community about the District's role, the value of water, significance of protecting and preserving the watershed, and other issues of importance to the District.
- Proactively pursuing an active, open and transparent community engagement process.
- Effectively communicating the true value of water and the significance of protecting and preserving the District's watershed.
- Building community buy-in regarding the need for continued investment in the District's infrastructure, water use efficiency programs, and maintaining operations which ensures the highest levels of customer service.
- Garnering community support for continued water use efficiency and conservation improvements.
- Taking a progressive and fresh approach to presenting the challenges of the water industry to the community.

Other

- Evaluating and making appropriate recommendations regarding the District's current water supply portfolio in the context of challenges posed by climate change.
- Developing and implementing a strategic succession plan to address the next wave of District retirements and embedding succession planning into the organization.
- Remodeling, upgrading or replacing the Administration and Warehouse buildings which are nearly 60 years old.

THE IDEAL CANDIDATE

The individual best prepared to continue leading MMWD on its path toward organizational and operational excellence will be an emotionally intelligent strategic thinker who recognizes the value of positively engaging all members of the community, including those that may hold opposing views. This person will be a recognized expert in managing a municipal water agency or similar utility who is familiar with water quality, water use efficiency, project management, engineering, human resources, environmental compliance (including CEQA/NEPA requirements), fisheries, watershed, and natural resource management. Experience with watershed recreation and open space management is desired. In addition, he/she will demonstrate significant expertise and competence with public financing, financial management, and long-range planning relevant to a large, complex public water utility and experience working with unions. The General Manager will need to have the ability to work with a fairly diverse and dedicated board, including meeting with them on a regular basis. Finally, the ideal candidate will have an engaging personality; a collaborative, inclusive approach to work; and a proven ability to mentor and support employee development.

MMWD serves a highly educated and highly engaged community and, therefore, the successful candidate must be a talented communicator who values transparency and is comfortable providing detailed, timely, accurate information with members of the public. The best candidate will also be responsive to requests from members of the community and adept at protecting the District's interests and explaining the rationale behind MMWD's actions and decisions to gain community buy-in and support.

Minimum Qualifications:

- Bachelor's degree in Engineering, Public Administration, Business Administration or a related field.
- Minimum of 10 years of experience at a senior level in public management with at least five years as a chief executive or assistant chief executive.

Knowledge & Abilities:

- Knowledge of applicable California water quality, public health, water rights laws as well as other federal, state and local laws, regulations, and policies applicable to a water distribution supply system.
- Familiarity with coastal zone regulations, especially those that related to the viability of riparian corridors, aquifers, and associated habitat.
- A solid comprehension of the interrelationship between water and land use decisions.
- Experience with technologies used for water resource and business management.

Other Requirements:

- Per California Government Code, Title 1, Division 4, Chapter 8, Section 3100 "all public employees are hereby declared to be disaster service workers subject to such disaster service activities as may be assigned to them by their superiors or by law."
- Possession of or the ability to obtain and maintain an appropriate California driver's license issued by the Department of Motor Vehicles and satisfactory driving record.

COMPENSATION

The salary range for this position is \$230,000 to \$275,000 per year, DOQ. The District also provides a fringe benefits package which includes CalPERS health insurance; Delta Dental insurance; vision care reimbursement; paid vacation, administrative and sick leave; 12 paid holidays per year; retirement benefits through CalPERS; a \$2,500 annual management allowance for education and training; as well as other benefits. Additional information will be provided upon request.

HOW TO APPLY

Apply on-line at www.alliancerc.com **by August 10, 2018**. For questions and inquiries, please contact:

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