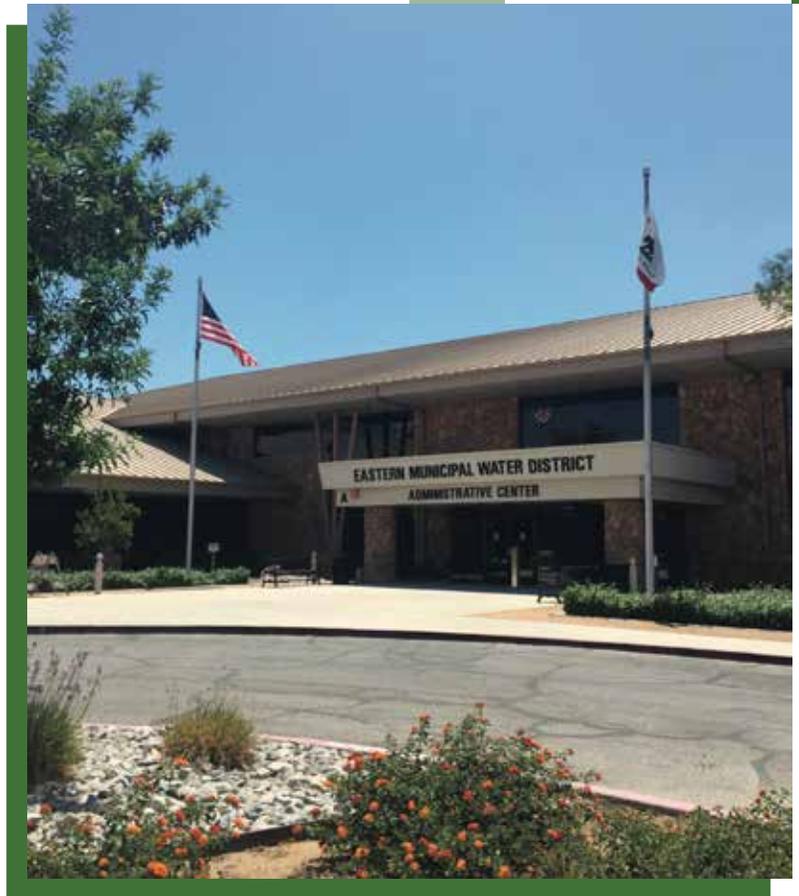


DIRECTOR OF DEVELOPMENT SERVICES

Eastern Municipal Water District
(Perris, CA)





THE DISTRICT

Located in western Riverside County, California, the Eastern Municipal Water District (EMWD) provides safe and reliable water and wastewater management services to a population of nearly 815,000 people in a 555 square mile service area. The District's main office is located in Perris, California with key operational facilities located along the 215 highway corridor from Moreno Valley to Temecula. Operations extend eastward to Hemet and San Jacinto.

The District was organized as a Municipal Water District in 1950 for the primary purpose of importing Colorado River water to its service area, thereby augmenting local water supplies. The District began providing wastewater treatment services to customers within its service area in 1962 and, as a result, has become actively involved in the production of recycled water. EMWD is governed by a five member Board of Directors and conducts its business with the support of a highly trained workforce of approximately 610 employees. The District's FY 2018-19 operating budget is \$402.8 million. The District's services include water supply, water storage, sewer and water recycling.

EMWD was recently honored with the prestigious J.D. Power and Associates award for the 2018 Water Utility Residential Customer Satisfaction Survey. The study is in its third year and measures satisfaction of residential customers of utilities delivering water to at least 400,000 people. Satisfaction is gauged by measuring 33 attributes within six factors: delivery, price, conservation, billing and payment, communications, and customer service. EMWD ranked highest in customer satisfaction in the western region, which consisted of 12 states. EMWD was also recognized as highest in customer satisfaction among all participating agencies for its customer communications efforts.

For more information, visit www.emwd.org.

THE POSITION

Reporting to the Assistant General Manager, Planning, Engineering and Construction, the Director of Development Services plans, organizes, directs and implements strategies for development services programs which support the District's infrastructure and services for commercial, industrial and residential developments. This person provides expert professional assistance and guidance to District management on new business/tract development matters and ensures effective and efficient high-quality work in the managed programs.

This is a department director classification that oversees, directs, and participates in all activities of the Development Services Department including short- and long-term planning as well as development and administration of departmental policies, procedures, and services. This class provides assistance to executive management on a variety of administrative, coordinative, analytical, and liaison capacities. Successful performance of the work requires knowledge of public policy, District functions and activities, including the role of the District's Board of Directors, and the ability to develop, oversee, and implement projects and programs in a variety of areas.

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Responsibilities include coordinating the activities of the department with those of other departments and outside agencies and managing and overseeing the complex and varied functions of the department. The incumbent is accountable for accomplishing departmental planning and operational goals and objectives, and for furthering District goals and objectives within general policy guidelines.

The Development Services Department is responsible for development design review, plan checking and fee collection for commercial, industrial and residential developments which impact the District's infrastructure and services. The Director oversees 22 employees and an annual operating budget of \$3,000,000 and ensures programs are designed and administered to meet the District's needs. Representative duties include:

- Coordinate or oversee the coordination of development projects through the District's plan approval process; meet with development interests on "high-profile" and large-scale projects which may significantly impact District infrastructure development; facilitate the resolution of issues in the approval process; negotiate conditions of approval for service connections; authorize construction orders for approved projects; assist in closing of projects and collection of unpaid fees.
- Direct and/or directly participate in the development, modification, or updating of District rules and regulations, ordinances, fee studies and special studies as they apply to the Development Services Department including, but not limited to, the annual Stand-by Fee study and other water, recycled and sewer rate analyses.
- Provide professional assistance to District management, the District Board and other departments on new business/tract development matters; meet with District departments to discuss development conditions and infrastructure needs to support proposed development; engage with community and land agencies for the resolution of project issues.
- Negotiates and drafts a diverse range of project specific participation, service agreements or non-standard tract agreements for management concurrence and Board approval; coordinate agreement development with multiple parties including attorneys, developers, technical consultants and District departments; administers service agreements for assessment and community facilities districts.
- Analyze proposed state and federal law, regulations and court decisions for their impact on District practices and operations; recommend and implement policy and procedure changes consistent with requirements.
- Prepare, review and present staff reports, various management and information updates, project status reports, business correspondence and related written documentation to the Board of Directors.

THE IDEAL CANDIDATE

The ideal candidate will be a land development review expert with proven leadership ability, a high degree of analytical aptitude, and superior communication and negotiation skills. This individual will provide day-to-day leadership and work with staff to ensure a high performance, customer service-oriented work environment which supports achieving the department's and the District's mission, strategic plan, objectives and values. The incumbent will work in close coordination with other District departments, other cities and agencies, and the local development community to ensure consistent, accurate analysis, reporting, and implementation of developer projects. While exercising his/her authority, this person shall abide by and promote the District's values and beliefs and adhere to the District's ethics policy.

Education and Experience:

To qualify for this position, applicants should have the equivalent of a bachelor's degree from an accredited college or university with major coursework in engineering, construction management, or a related field.

Required Licenses:

Certificate of registration as a Professional Engineer in Civil Engineering issued by the State of California.

COMPENSATION & BENEFITS

The annual salary range for this position is \$138,278 – \$171,829. In recognition of the value its employees deliver to the organization, EMWD offers a generous compensation and benefits package which includes:

Health Insurance - Several health plans are offered, with the District contributing up to \$21,264 annually towards the premiums for employee and family. Medical in-lieu program is available with required proof of coverage

Health Care and Child/Dependent Care Flexible Spending Account available through payroll deductions.

Supplemental accident, cancer, and short-term disability insurance available through payroll deductions.

Dental Plan - Full coverage for family in the base plan at no cost with the District contributing up to \$1,560 annually. Employees have the option to elect an enhanced plan with the employee paying the difference through voluntary payroll deductions.

Vision Plan - Full coverage for employee; option to add dependents at employee's cost.

Paid Time Off (PTO) - 176 hours per year.

Holidays - 10 paid holidays and 2 floating holidays per year.

Retirement - Classic Members: CalPERS; 2% at 55 benefit formula. The District currently pays 1% of the employee contribution and employees pay the additional 6%. New Members: CalPERS; 2% at 62 benefit formula. The employee contribution is 5.75%. The District does not participate in Social Security.

Deferred Compensation - Two programs are offered to employees:

401(a) - District provides annual contribution of \$1,180

457 Plan - Voluntary program for employees; District provides match to the 401(a) equal to 3.0% of employee's annual salary (4.0% effective January 2019).

Retiree Medical Coverage - provided through CalPERS with the District providing the PEMHCA minimum.

Life Insurance - Equal to annual salary up to a maximum of \$250,000 at no cost. Employees may purchase up to an additional \$500,000 in life insurance with the District paying 50% of the premium.

Employee Assistance Program - Available to employees and their families.

Pay for Performance - Program offered to high-performing employees.

HOW TO APPLY

Please **apply on-line** by **November 9, 2018**, at www.alliancerc.com. For questions and inquiries, please contact:

Cindy Krebs

Telephone: (562) 901-0769 Email: ckrebs@alliancerc.com

or Sherrill Uyeda

Telephone: (562) 901-0769 Email: suyeda@alliancerc.com

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