

GENERAL MANAGER

Chino Basin Desalter Authority

(Ontario, CA)



THE CHINO BASIN DESALTER AUTHORITY

The Chino Basin Desalter Authority (CDA) is a Joint Exercise of Powers Agency formed among Jurupa Community Services District, the Santa Ana River Water Company, the Cities of Chino, Chino Hills, Norco and Ontario, Western Municipal Water District and the Inland Empire Utilities Agency. The CDA purifies groundwater extracted from the lower Chino Basin and distributes the drinking water to member agencies.

CDA was formed under a Joint Exercise of Powers Agreement (JPA) on September 25, 2001 for the dual purposes of treating contaminated groundwater in the southern portion of the Chino Basin and helping the Chino Basin Watermaster achieve “hydraulic control” of the basin to stop the flow of contaminated groundwater into the Santa Ana River. The Chino I Desalter commenced operation in 2001, and was expanded in 2005. The Chino II Desalter became operational in 2006, and was expanded in 2010 to add an extra 10.5-mgd capacity, which will be fully operational with the completion of other Phase 3 Expansion Project components.

The CDA currently produces 24,600 acre-feet per year (soon to be expanded to 35,200 acre-feet per year) of high-quality water that is delivered to the municipal water supply systems for the Member Agencies: Cities of Chino, Chino Hills, Norco and Ontario; Jurupa Community Services District; Western Municipal Water District; and Santa Ana River Water Company. The CDA facilities include two desalters, supply wells for each desalter, two reservoirs, raw water pipelines, potable water pipelines, potable water pumping facilities, and pipelines for brine disposal. The treatment processes at the Chino I and Chino II Desalters include Reverse Osmosis (RO) and Ion-Exchange (IX) for removal of nitrate and total dissolved solids (TDS). The Chino I Desalter also includes air stripping for removal of some volatile organic chemicals (VOC), and the Chino II Desalter includes a Concentrate Reduction Facility for treatment of the RO brine

An eight-member Board of Directors governs the CDA; each director is designated and appointed by the governing body of the entity that he or she represents. The Authority employs 6 staff members and its FY2019 operating budget is \$29,299,924.

Additional information is available at: www.chinodesalter.org.

THE POSITION

Reporting to and under policy direction from the Chino Basin Desalter Authority Board of Directors, as well as coordination with various committees, the General Manager provides policy advice to the Board of Directors while developing and implementing strategies, goals, objectives, priorities and projects. He/she provides leadership and management of the overall CDA responsibilities and functions in order to assure that CDA provides a safe, high quality, sufficient quality, and cost effective water supply to its water purchasers. The General Manager operates within broad policy guidelines and exercises substantial latitude and discretion to achieve the CDA's mission and effective utilization of its resources. Essential functions and responsibilities are:

- Plan, organize, and direct CDA with full administrative and management responsibility for all functions, services, resources, and activities to assure effective management, operation, maintenance, and regulatory compliance.
- Develop and implement goals, objectives, projects and priorities in support of the CDA Board policies, CDA mission and member agencies' needs.
- Practice sound fiscal management; administer CDA resources appropriately by forecasting and planning for CDA policies and programs, preparing and managing an annual budget, approving and monitoring expenditures, and managing cost effective services and staffing levels.

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- Collaborate and coordinate with California Division of Drinking Water, Santa Ana Watershed Project Authority, Chino Basin Watermaster, Southern California Edison, California State Regional Water Quality Control Board, California State Water Resources Control Board and others as needed.
- Select, train, motivate, manage and evaluate the performance of CDA staff to assure productive performance and achievement of CDA goals, objectives and priorities.
- Provide overall management to engineering and operations functions; recommend and oversee capital improvement projects and facility modification plans.
- Negotiate and administer complex contracts, and respond to and resolve associated issues.
- Plan, prepare, and coordinate regular Board and Committee meetings, including the preparation of agenda items and meeting minutes, and maintenance of official records.
- Prepare and submit the Authority's Annual Operational Plan, Annual Capital Improvement Plan, and Annual Budget.
- Prepare and submit quarterly reports on Facility Performance, Water Quality, Water Production, Service Interruptions, Status of Budget and Expenditures.
- Prepare and submit periodic plans and required reports such as the Urban Water Management Plan, reports for the Regional Water Quality Control Board, Air Quality Management District, etc.
- Conduct various committee meetings; maintain records of agendas, minutes, agreements, and related documents.
- Attend and actively participate in a variety of committees and meetings.
- Prepare requests for proposals, evaluate proposals, and coordinate selection.
- Prepare Board agenda reports recommending contracts and agreements. Coordinate with CDA legal counsel as necessary.
- Exercise immediate and necessary steps in response to emergencies and promptly report the emergencies and actions taken to CDA Board and member agencies.

THE IDEAL CANDIDATE

CDA is seeking an entrepreneurial water/wastewater expert with a highly developed political acumen, excellent communication skills and proven administrative leadership ability to be its next General Manager. This person will be a diplomat and consensus builder who develops and maintains positive working relationships with the Authority's eight member entities, regulatory agencies, and the communities CDA serves. This individual will also be a hands-on multi-tasker with a collaborative and supportive leadership approach and keen eye for detail. Finally, the incumbent will have a proven track record of success in working with multiple member agencies working toward a common goal.



The General Manager will assure that CDA meets all regulatory requirements including water quality and facility performance standards; ensure that the terms of agreements with water purchasers are met; and assure that proper procedures for the delivery of product water and routine and emergency communications with operational staff and water purchasers carried out.

Education and Experience:

Requires a Bachelor's degree and a minimum of seven (7) years of progressively responsible experience in the administration, operations and maintenance of regional water facilities, including at least three (3) years of supervisory and administrative capacity. A Master's degree is preferred.

Highly Desired Registrations and Certificates:

Registered Professional Engineer registration with the state of California.

Possession of a valid Water Distribution System Operator Certificate issued by the State Water Resources Control Board (SWRCB).

Possession of a valid Water Treatment Operator Certificate issued by the SWRCB.

Licenses:

A valid California driver's license and the ability to maintain insurability under the Authority's vehicle insurance policy.

COMPENSATION & BENEFITS

The annual salary for this position will be competitive DOQ. The Authority's employee benefits package includes comprehensive medical insurance, vacation leave, sick leave, executive leave and life insurance.

HOW TO APPLY

All applications will be treated with strict confidentiality. Please **apply on-line** by **January 25, 2019**, at www.alliancerc.com. For questions and inquiries, please contact:

Cindy Krebs

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