



Rancho Murieta residents are actively engaged, love the environment in which they live and are focused on maintaining a safe and secure community. The new Director of Operations will be viewed as one of the community's most visible public leaders. The successful candidate is ideally well-versed in community and public relations and possess an open, friendly demeanor that encourages community engagement and displays a commitment to exceptional customer service.

### COMPENSATION & BENEFITS

The annual salary for this position goes up to \$169,512 depending on qualifications and experience. The District offers a comprehensive benefit package including: vacation; sick leave; administrative leave; 12 holidays; Full coverage of medical, dental, and vision; life and long-term disability insurance; retiree medical; and a 2.5% employer contribution to deferred compensation. PERS retirement plans: 2% at 55 (Local Government) for PERS Classic (7% ee contribution);  
2% at 62 for PERS PEPRA (7.75% ee contribution).  
The District does not participate in Social Security.

### EXPERIENCE/EDUCATION/CERTIFICATIONS

A minimum of five years water treatment and management experience in the key areas identified in this brochure are expected.

**Grade 4 Wastewater Plant Operator's Certificate of Competence** required within 18 months of entering this position.

**Grade 3 Water Treatment Operator's Certificate** required within 18 months of entering this position

**Graduation from high school** or GED equivalency required.

CA Driver's License required.

**Bachelors degree** in civil/environmental engineering, public/business administration, chemistry, natural sciences or related field preferred.

Masters degree in science, engineering, or business highly desirable.

### APPLICATION PROCESS

To be considered for this exceptional career opportunity, submit your resume, cover letter, list of two work-related references (one supervisor and one direct report) by Monday, August 19. Resumes should reflect years and months of employment, beginning/ending dates as well as size of staff and budgets you have managed.

Please email your application materials to:  
hlizama@rmcsd.com

Resumes will be screened in relation to the criteria outlined in this brochure. Candidates with the most relevant qualifications will be given preliminary interviews by the HR team. Candidates deemed most qualified will be invited to participate in further interview and selection activities. An appointment will be made following reference and background checks.

# Rancho Murieta Community Services District DIRECTOR OF OPERATIONS



*This is a unique opportunity for an experienced, forward-thinking and community-minded leader to join a dedicated staff in managing water, wastewater and security services for an exceptional master planned community.*



## THE COMMUNITY

Nestled below the foothills of the Sierra Nevada Mountains, Rancho Murieta is a Planned Unit Development in Sacramento County, ideally located 25 miles Southeast from downtown Sacramento and 16 miles from Elk Grove, Folsom and Rancho Cordova. This private, gated, master planned community spans 3,500 acres of rolling hills and proudly boasts two championship golf courses at the Rancho Murieta Country Club. Flowing through the community, the Cosumnes River separates Rancho Murieta North from Rancho Murieta South and a beautiful bridge spanning the river provides access between the communities to bicycles, golf carts and pedestrians. Other world-class amenities include first rate community recreational facilities with championship bass fishing, boating and excellent hiking and mountain biking trails in addition to championship golf, tennis and pickleball facilities; a multitude of baseball, softball, soccer and lacrosse fields, trails, parks and incredible open spaces; the full-service 100-acre Murieta Equestrian Center; a hotel and spa, and a general aviation airport. Shopping is available within the community including grocery, hardware, banking, post office, several restaurants and personal services (dental, hair stylists, personal training, etc.). The combination of privacy, security (24/7/365), unlimited recreational opportunities and the feeling of living in a wildlife preserve (no hunting allowed) provides for an incredible quality of life all within 25 miles of the state capitol and for a much more affordable price than other major cities in the state.



Rancho Murieta is served by the award-winning Elk Grove Unified School District (EGUSD) and has some of the highest graduation rates in the State of California. Schools serving Rancho Murieta include Cosumnes River Elementary School, Katherine L. Albani Middle School, Pleasant Grove High School in addition to several other EGUSD schools. Many local children attend private/parochial elementary schools and high schools located in nearby communities as well.

Currently there are almost 2,800 households and 6,000 residents, with total build out allowing for no more than 5,000 housing units. The community is governed and serviced by several elected bodies, chiefly the Rancho Murieta Community Services District and the Rancho Murieta Association.

## THE COMMUNITY SERVICES DISTRICT

The Rancho Murieta Community Services District is the only entity that provides water, wastewater, storm water, security, and solid waste disposal services to the entire community. The mission of the District is to take a leadership role in responding to the needs of the residents and to deliver superior community services efficiently and professionally at a reasonable cost while responding to and sustaining the enhanced quality of life the community desires. The source of water for all uses is primarily the Cosumnes River plus some direct rainfall into the District's reservoir watersheds.



## THE POSITION

The Director of Operations is responsible for the engineering and operations activities of the District. S/he will also oversee development activities and financial expenses and reimbursements. The position is responsible for overseeing maintenance and improvement of District facilities and services. The Director of Operations reports to the General Manager and provides direction to the Chief Plant Operator and the Utilities Supervisor.

## THE IDEAL CANDIDATE

The District is seeking a highly ethical and pragmatic leader, who embraces open government and transparency, as well as having solid management, financial, and communication skills. It is expected that the new Director of Operations will treat all fairly, equally and respectfully and will provide reasoned and sound recommendations for the Board's consideration. The Director of Operations will provide strategic leadership, focus, and direction in support of the Board of Directors, District Improvements Committee and operations. The Director of Operations also interacts with various state agencies in ensuring regulatory compliance. The Director of Operations must possess outstanding listening and communication skills as well as excellent interpersonal skills. The Director of Operations will provide open, responsive & customer-oriented service to the community. S/he will be expected to maintain and improve cooperative working relationships with the county and other agencies in the region and the other governing bodies within the District. Experience working with planning/land use and community development very helpful.

Raw water from the river can only be drawn during the winter and spring months and is pumped from Granlees Dam into the Calero, Chesbro and Clementia reservoirs. Wastewater regulations require that it be treated and used for irrigation of the golf courses. When needed, the stored, partially treated wastewater is processed through a state-of-the-art tertiary system and the golf courses use this treated effluent to supplement and/or replace raw river water and to reduce wastewater reservoir levels. Long term, some additional reclaimed water will be used for parks and future homeowner irrigation. Storm water and irrigation runoff is collected in the drainage system throughout the community, a major component being the extensive amount of natural swales, streams and tributaries. Runoff is filtered through detention ponds prior to being returned to the Cosumnes River. The District is governed by a five-member Board of Directors elected at-large by the registered voters residing in the District and serve four-year staggered terms. District committees active today are the Improvements Committee, Security Committee, Personnel Committee, Communications and Technology Committee, Parks Committee and the Finance Committee. The District is healthy financially, has 32 full-time equivalent employees, maintains over \$56 million in plant, property, and equipment assets and this year's revenues are projected at \$10 million.

For more information on this incredible community please visit [www.rmcsd.com](http://www.rmcsd.com)