

OREGON

GENERAL MANAGER

\$110,000 - \$130,000

Plus Excellent Benefits

Apply by

March 3, 2019

(First Review, Open Until Filled)

PROTHMAN



WHY APPLY



Located in the heart of Jefferson County in Central Oregon, Deschutes Valley Water District is headquartered in the City of Madras. The area’s exceptional climate enables residents and visitors to enjoy a multitude of outdoor activities, from water sports to golf and rock climbing year-round.

This is an outstanding opportunity for the right management professional to work at an award-winning District with an excellent staff in a high functioning, dynamic organization.



THE COMMUNITY

Located in Central Oregon, Madras offers high desert scenery and panoramic views of the magnificent Cascade Mountain Range and many outdoor recreation opportunities. Madras’ low-humidity climate offers over 300 days of sunshine and only 13 inches of precipitation per year, making the area a popular recreation site for cycling, fishing, golf, hiking, camping, rockhounding, and water sports. The area also offers winter sports including skiing and snowboarding just a short drive away.

The nearby Cove Palisades State park offers over 4,000 acres of surface area for boaters surrounded on both sides by massive basalt rim rock canyon walls. Located within 70 miles are four ski resorts (Timberline, Mt. Hood Meadows, Hoodoo, and Mt. Bachelor) and 30 different golf courses. Although the climate is dry, the area is home to a vast variety of agricultural crops that thrive in dry sunny days and cool evenings. The community is a blend of industry, agriculture and recreation.

The community offers a hospital, library, community college branch campus, movie theater (5-plex), drag strip, circle track, skateboard facility and indoor aquatic center, plus a matrix of walking paths. The City also has a local airport and is home to the Erickson Aircraft Collection – a public museum consisting of a collection of over twenty rare aircraft, most of which are still in flying condition.

Madras is located just 30 miles from Redmond which has a regional airport that offers daily departures to Seattle, Portland, Denver, Salt Lake City, Los Angeles, and San Francisco. Residents are also just 40 miles from the city of Bend, which offers major shopping, specialized medical care and other amenities.

THE ORGANIZATION

Incorporated in 1919, the Deschutes Valley Water District is a municipal corporation that provides domestic water service to residential and commercial customers as well as water for fire protection. While headquartered in the city of Madras, the District’s service area extends north to the community of Gateway and almost to Warm Springs, and southwest to include the cities of Metolius and Culver, and the surrounding area. Deschutes Valley Water District has 4,300 active service connections that provide water service to approximately 14,000 customers in roughly a 300 square mile area that is 23.5 miles long and 12 miles wide.

The District is operated by 19 employees, an experienced five-member Board of Commissioners serving four-year terms with an annual revenue of roughly \$7,000,000. In 2017/2018 the district sold a total of 1.112 billion gallons of water and sold 26,063,770 kWh of electricity to PacifiCorp. Revenue from PacifiCorp is used to finance District water infrastructure capital improvements.



Opal Springs, which produces 108,000 gallons per minute at 53.8 degrees Fahrenheit with no seasonal variation, and three wells are the sole source of supply of domestic water for Deschutes Valley Water District. Currently there is no filtration or treatment of Opal Springs water of any kind. In 2013 and 2018, the District's water was voted the best tasting drinking water in Oregon at the annual OAWU water conference and is well known as a popular bottled product.

The District operates 400 miles of pipe made from PVC and steel ranging from 1" to 24" diameter. Pumping from four 500hp pumps, two 400hp pumps, one 300hp pump, and three 150hp pumps, the District has roughly 400 fire hydrants, three major pressure zones, three minor boosted pressure zones, and 16,171,000 gallons in 14 covered steel reservoirs.

THE POSITION

Under the direction of the Board of Commissioners, the General Manager is responsible for overall leadership and management of the District's water services, community relations, environmental compliance, engineering, finance, contracting, personnel, field, office, customer service, and other functions.



Main Responsibilities Include:

- Direct supervision of Water Foremen, Hydro Electricians and the Finance Officer.
- Represent DVWD with Federal, State, County and City governments as requested or when it is in the interest of the District.
- Direct the employment of consultants, engineering firms and others to assist the District.
- Represent the District with labor negotiations and legal matters.
- Oversight of budget preparation for hydro and water operations, and annual capital projects. All financial projections, rate analysis, and assessment of debt requirements are reviewed and approved for presentation to the Board.
- Invest reserves as the investment officer and prepare investment resolution annually.
- Provide or oversight of District Engineer duties as needed, including engineering and inspecting new pipelines, submitting an annual summary of projects to the Oregon Health Authority, and preparing and obtaining easements for projects.

OPPORTUNITIES & CHALLENGES

- 1. The Hydro Facility:** The District runs a hydro plant on the Crooked River. The hydro facility has been a major source of revenue over the past thirty-three years. The emerging priority given to alternative sources of energy will result in a significant reduction in these revenues.
- 2. Fish ladder:** The District has been under pressure to provide adequate facilities for fish passage to help enhance the restoration of certain salmon and steelhead species. A major fish ladder project is currently underway but will require attention to ensure its effectiveness satisfying environmental goals.

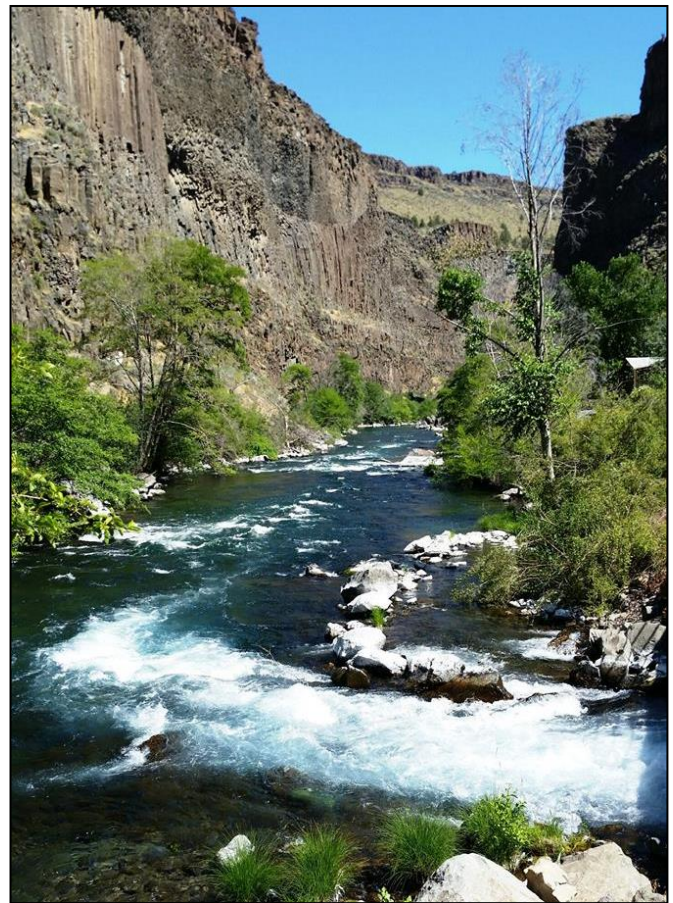
3. FERC License: The District's hydro facility is subject to periodic review by FERC.

4. Water Master Plan and Plan Review Exemption: The Water Master Plan is due for an update by the end of 2020. Currently, the General Manager is a Professional Engineer. The District has secured a Plan Review Exemption for capital projects based on an annual report prepared for the Oregon Health Authority (OHA). This exemption saves the District a \$3300 review fee for each project, which can add up to \$30,000 per year in addition to time delays. It is highly preferred the new General Manager will maintain this exemption.

5. Technology Upgrades: The new General Manager will have the opportunity to evaluate the use of new technology systems and processes such as GIS mapping of infrastructure, asset management software, and the use of the website and social media to inform customers and stakeholders.

6. Financial Transition: The District is currently in good financial health but the reliance on electric generation revenues that are expected to decline in 2021 makes development of a financial transition plan a priority for the future. With the expectation that water rates are going to take a more prominent place in the budget picture, the new General Manager will be expected to provide guidance and assistance to the Board in producing a clear and politically sellable financial plan. Authority for a tax base currently exists and may also be a component of the financial plan.

7. Industry Standard Specs: The District currently manufactures some of its major piping components. A move to more industry standard components for pipes and connections would likely save time and money. Assessment of this issue is an item raised as an operational issue.



IDEAL CANDIDATE

Education and Experience:

A bachelor's degree in engineering, business, or management and at least five years in a CEO or high-level management position directly responsible for water utility operations is required. A P.E. license, a civil engineering degree and Water Distribution 2 certification are all highly desirable.

Preferred Knowledge, Skills and Abilities:

- The General Manager is the face of the District on a day to day basis and must work effectively with the elected Board, other government entities, regulatory agencies, and customers.
- The General Manager must be comfortable speaking to diverse groups including employees, the Board, other agencies and the public. In addition, the General Manager is responsible for preparing and/or approving all written communication to the Board.
- Future capital projects may require some use of revenue bonds. The new General Manager should have experience working with Bond Counsel and underwriters.



- The Board and employees are eager for the new General Manager to be a leader with vision and new ideas. The District has been well managed and is in good financial condition, however the new General Manager is expected to assess the District operation and establish clear expectations and performance targets.
- There is one bargaining unit in the District. Employees receive very competitive wages and benefits and labor relations have been positive. A General Manager with labor relations experience including bargaining and a proactive approach to resolving potential issues is a plus.
- Project management skills are a plus as the District has multiple complex projects either in the capital facility plan or currently underway.
- Knowledge of the regulatory environment for water utility systems is essential. The District has reporting requirements to the Oregon Health Authority, Oregon Fish and Wildlife, and the Department of Environmental Quality. Knowledge of the Federal Safe Drinking Water Act and its requirements is essential.
- Experience with failure analysis to identify and mitigate potential areas of liability would be a plus.
- Knowledge of AWWA operation and maintenance standards and Oregon Public Utilities guidance would be a plus.
- Experience working on water source issues including water rights is important. The District currently has an adequate water supply, but the area is in drought conditions more frequently making source a concern.



Candidates may possess any combination of relevant education and experience that demonstrates their ability to perform the essential duties and responsibilities. The ideal candidate will be committed to excellent customer service.

COMPENSATION & BENEFITS

- **\$110,000 - \$130,000 DOQ**
- Medical, Dental, Vision, & Life Insurance
- Deferred Compensation
- Oregon PERS
- 9 Paid Holidays
- Sick Leave
- Paid Vacation
- Company Vehicle

**Please visit:
www.dvwd.org**

The Deschutes Valley Water District is an Equal Opportunity Employer. All qualified candidates are strongly encouraged to apply by **March 3, 2019** (first review, open until filled). Applications, supplemental questions, resumes and cover letters will only be accepted electronically. To **apply online**, go to **www.prothman.com** and click on "submit your application" and follow the directions provided. Resumes, cover letters and supplemental questions can be uploaded once you have logged in. If you are a veteran and wish to request veterans' preference credit, please indicate that in your cover letter, and complete and submit the veterans' preference form posted on the website as instructed on the form.



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