



MOUNTAIN HOUSE COMMUNITY SERVICES DISTRICT

INVITES YOUR
INTEREST IN
THE POSITION OF

GENERAL MANAGER



THE COMMUNITY

Located in the gateway to the San Francisco Bay area, Mountain House conveniently sits in the picturesque west side of the San Joaquin Valley. Just 20 minutes from the East Bay and about an hour from San Francisco, Mountain House allows easy access to all the Bay Area has to offer. Despite its strategic location, Mountain House was designed not simply to be another commuter town, but to be a self-sufficient community offering employment, education, goods, services, and recreation to all within its boundaries. Land use and circulation are designed to encourage walking, bicycling, and transit use in a highly landscaped, visually attractive community.

Mountain House has a current population of approximately 20,000 and is expected to grow to nearly 50,000 residents. Mountain House was designed to maximize community benefits while minimizing adverse impacts on surrounding areas. With the influx of residents, businesses, and industrial areas, Mountain House ensured that people would be able to live, work, attend school, and shop without having to drive outside the community, thus reducing traffic impacts.

Mountain House uses a variety of innovative technologies to provide environmentally friendly services and amenities. For example, a computer-controlled irrigation system senses rainfall and automatically shuts off sprinkler systems to conserve water. All homes are available with an electrical car outlet in the garage in order to promote environmentally friendly cars. Water meters use radio transmission technology to provide faster, more efficient meter readings. These are just a few ways Mountain House uses technology to provide basic services for residents and conserve resources. Residents in Mountain House receive the best of both worlds: conveniences of a modern age, with a comforting and welcoming neighborhood feeling of the past.

Upon full build-out, residential development at Mountain House will consist of 12 neighborhoods, each organized around a Neighborhood Center containing a park, a K-8 school, and a small commercial area.

The neighborhoods will each have a separate identity, including design and landscaping. Major shopping and other services will be met by the Village Centers and Town Center, the civic and

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commercial focus of the community, which is designed for mixed use commercial, office, and residential development. Employment centers will include office and industrial parks. The Mountain House Creek corridor and the Old River edge will be enhanced as part of an overall parks and open space system.

Although currently a community services district, Mountain House is poised to incorporate. It is unique. Literally a community coming to life, growing before your very eyes. For more information on Mountain House, please visit their website at www.mhcsd.com.

THE ORGANIZATION

Mountain House Community Services District is an all-inclusive, family-oriented community that serves today's vibrant and exhilarating lifestyle. The village boasts an assortment of amenities that include state-of-the-art schools, gorgeous parks, countless recreation choices, and cutting-edge technology. In this bold hometown, masterfully designed homes mix with old fashioned values and sidewalks bring families, lifestyle, and community together.

The government agency of Mountain House was formed in 1996. The community reached 1,000 registered voters, which prompted a vote for independence in the Spring of 2008 and an independent local Board of Directors in the Fall of 2008. The MHCSD Board of Directors, consisting of five members, sets policies, ordinances, and regulations for the benefit of Mountain House residents. All Board



Members are elected to staggered, four-year terms, with three members up for election in November, 2020. The MHCSD Board of Directors appoints the MHCSD General Manager.

The MHCSD provides all city-like services except development authority related to the Master Plan and the Sub-division Map Act, which is entrusted to San Joaquin County. Services provided by the MHCSD, many of which are contracted out, include: water, wastewater, storm water, refuse collection, telecommunications, transit, public safety, fire protection, parks and recreation including events, and a Library. Another significant task of the MHCSD is the protection of the Master Plan and enforcement of the Master Restrictions for private property. The MHCSD is one of the few public agencies that enforces Master Restrictions, which are similar to Conditions, Covenants & Restrictions (CC&Rs).

The Board of Directors has created a number of committees to explore topics of interest to the Board. These independent committees meet periodically to develop and make recommendations for the full Board to consider. Generally, the committees are made up of one Board member and four volunteer members chosen from Mountain House residents. The committees active today are the Youth Action Committee, Public Safety Committee, and Transportation Committee.

The MHCSD is currently staffed with 27 full-time employees and has a total revenue budget, including all funds, of approximately \$36 million.

THE POSITION

The General Manager serves as the chief administrative officer of the Mountain House Community Services District and implements policies set by the MHCSD Board of Directors. The General Manager enforces laws, ordinances, and Master Restrictions, as well as provides day-to-day executive oversight and management of all MHCSD departments. The General Manager is responsible for the administration of all government activities for the Mountain House community and appoints the Department heads.



Critical responsibilities of the General Manager include assisting the Board of Directors in the development and formulation of policies, goals, and objectives, and then implementing same, all personnel decisions, budgeting, coordinating the efforts of the various MHCSD Departments, overseeing effective and efficient delivery of public services, and looking ahead to the impacts of growth on the Master Plan.

It is a continuing challenge to protect the Master Plan, while fostering development. New homes, along with other development, drive future revenue increases and are essential in ensuring financial stability and sustainability of the community. The General Manager will be tasked with strategically addressing these challenges.

THE IDEAL CANDIDATE

The ideal candidate will be able to flourish and lead in a very diverse environment. These specific qualities will ultimately determine the General Manager's long-term success.

The Board of Directors is seeking a pragmatic leader with high-ethics and integrity, who embraces open government and transparency, as well as having solid management, financial, and organizational skills. It is expected that the new General Manager will treat all fairly, equally, and respectfully and will provide reasoned and sound recommendations for the Board's consideration. The General Manager will provide strategic leadership, focus, and direction to not only the Board, but to the staff and the community as a whole.

The new General Manager must possess outstanding listening and communication skills as well as excellent interpersonal skills. The ideal candidate will be able to flourish and lead in a very diverse environment. These specific qualities will ultimately determine the General Manager's long-term success.

The General Manager must be visible, involved in, and accessible to the Board, the staff, and the community. The successful candidate will be politically astute, yet apolitical and will work collaboratively with the Board and staff in providing open, responsive, and customer-oriented service to the community.

Critical success factors for the new General Manager, along with listening and communication skills as mentioned above, will center on protecting the Master Plan and the financial stability of the MHCS&D, collaboration and consensus building at the Board level, innovative problem solving, and the innate ability to manage the day-to-day operations of the MHCS&D while at the same time looking out over the horizon to see what is going to impact the MHCS&D in the future. The MHCS&D is in need of a proactive administrator, someone who is confident and able to provide the leadership necessary to help the community shape its future, move it forward, and share the accolades when successful. An open and friendly style with a calm, even disposition and a sense of humor will serve the selected candidate well.

Candidates must possess a minimum of a Bachelor's degree in public or business administration, public policy, finance, or a related field from an accredited college or university; a Master's degree is preferred, and at least ten (10) years of management experience in a municipal or community services district setting. In addition, the General Manager must have significant experience and demonstrated success in working with a Board of Directors or City Council, finance, budgeting, contract negotiation and oversight, and organizational development and management.



THE COMPENSATION

The annual salary for the General Manager is determined by the Board of Directors and is dependent upon qualifications and experience. The District provides an array of benefits, including employee retirement, deferred compensation, and health/dental/vision.

TO APPLY

If you are interested in this outstanding opportunity, please visit our website at www.bobmurrayassoc.com to apply online.

**Filing Deadline:
March 1, 2019**

Following the closing date, resumes will be screened according to the qualifications outlined above. The most qualified candidates will be invited to personal interviews with Bob Murray & Associates. A select group of candidates will be asked to provide references once it is anticipated that they may be recommended as finalists. References will be contacted only following candidate approval. Finalist interviews will be held with the Mountain House Community Services District. Candidates will be advised of the status of the recruitment following selection of the General Manager.

If you have any questions, please do not hesitate to call Mr. Gary Phillips at:
(916) 784-9080

