

CAREER  
OPPORTUNITY

# GENERAL MANAGER

(INTERIM/2-YEAR APPOINTMENT)



## TRABUCO CANYON WATER DISTRICT

TRABUCO CANYON, CA | ANNUAL SALARY: \$285,000–\$320,000 DOE/DOQ

**T**HE TRABUCO CANYON WATER DISTRICT (TCWD) IS SEEKING A HANDS-ON and politically astute General Manager to guide the organization through a pivotal period of transformation. This role offers an exciting opportunity to lead a dedicated team of 22 employees, manage a \$20 million operating budget and \$10 million capital program, and ensure the delivery of reliable water, wastewater, and recycled water services to over 12,000 residents in Orange County. TCWD is currently in discussions around the potential for exploring rate stabilization opportunities with neighboring water districts, to help ensure fiscal sustainability, robust infrastructure, and ongoing affordability for ratepayers. The Board of Directors envisions appointing a General Manager who will work with agency partners and stakeholders to evaluate the best options, and lead any potential rate reduction efforts, including a potential consolidation process, while guiding the ongoing District operations.

This is a unique opportunity for an experienced professional to play a key role in a rarely-encountered governance process. While guiding the District through these discussions, the General Manager will also provide strategic direction on capital infrastructure, master planning, financial sustainability, and customer engagement. Key priorities include ensuring regulatory compliance, maintaining infrastructure reliability, and fostering a collaborative, professional workplace culture. The ideal candidate brings technical expertise in water and wastewater management or another special district environment, political acumen, and strong leadership and communication skills to advance long-term sustainability and uphold the highest standards of public service. ***Shape the future of water reliability and sustainability at TCWD; apply today!***



# THE COMMUNITY & THE DISTRICT

**L**OCATED IN THE FOOTHILLS OF THE SANTA ANA MOUNTAINS, Trabuco Canyon, California offers a peaceful rural escape within Orange County while still being just 53 miles from Los Angeles. The area is known for its rustic charm, scenic landscapes, and close-knit community feel. Surrounded by the Cleveland National Forest, Trabuco Canyon is a haven for outdoor enthusiasts with hiking, biking, and horseback-riding trails at O'Neill Regional Park and the Whiting Ranch Wilderness Park. Locals and visitors alike enjoy the historic Cook's Corner roadhouse and the area's welcoming, small-town atmosphere. With its natural beauty and easy access to surrounding communities such as Rancho Santa Margarita and Lake Forest, residents enjoy the perfect mix of peaceful living, outdoor adventure, and close connections to neighboring communities.

Formed in 1961, the Trabuco Canyon Water District (TCWD) serves over 12,000 residents with modest growth projected across communities including Trabuco Canyon, Robinson Ranch, Trabuco Highlands, Walden, Rancho Cielo, Portola Hills, Santiago Canyon Estates, and Dove Canyon. The District provides water, recycled water, and wastewater services supported by its own drinking water filtration plant and wastewater treatment plant. Guided by a long-term Master Plan, TCWD secures water from the Colorado River Aqueduct, the State Water Project, District-owned wells, and connections with neighboring agencies, ensuring reliable and sustainable service for its growing population. Recycled water produced at the wastewater plant is supplemented by a network of dry-weather runoff recovery facilities to provide irrigation service to local HOAs and conserve over 200 million gallons of drinking water annually. TCWD is governed by a five-member publicly elected Board of Directors responsible for setting policies and making decisions on a wide range of water- and wastewater-related issues. The District employs 22 full time staff, and has a \$20 million annual operating budget with an additional \$10 million in CIP.

[READ ABOUT THE BOARD OF DIRECTORS](#)[VIEW THE MASTER PLAN](#)[LEARN MORE ABOUT THE DISTRICT](#)





## THE JOB

**R**eporting to the Board of Directors, the General Manager (GM) serves as the District's chief executive officer, providing leadership and strategic direction across all operations. The GM oversees three direct reports and a total staff of 22, fostering a collaborative workplace culture, supporting staff development, and ensuring operational coverage. The GM is responsible for overseeing the District's finances—including the current \$20 million operating budget and a \$10 million capital improvement program (\$70 million over 10 years)—developing and administering the annual budget, guiding long-range financial planning, and managing rate-setting processes with transparency and accountability. The GM also directs capital improvement planning, operations, and maintenance, advances future infrastructure outlined in the Master Plan, and ensures compliance with state and federal regulations, working closely with the District Engineer. Serving as the District's public representative, the GM must build trust with ratepayers, engage with regulators and community partners, and enhance strategic partnerships with neighboring organizations.



# THE IDEAL CANDIDATE

## **T**HE IDEAL CANDIDATE IS AN EXPERIENCED AND POLITICALLY ASTUTE ADMINISTRATOR

with a strong understanding of water and wastewater operations, infrastructure, and special district management. In addition to having a technical background, the GM should be hands-on, detail-oriented, and well-versed in the complexities of public-sector utilities. Acting as both a confident leader for their team and a consultant to the Board, the GM will provide direction and guidance to the workforce while navigating the opportunities and uncertainty of a potential transition for the agency. With a blend of technical knowledge, political savvy, and strong communication skills, the GM will be comfortable managing the evaluation of rate relief options to the satisfaction of the Board of Directors while building credibility with the workforce, neighboring agencies, and ratepayers. The successful candidate is adaptable, solutions-focused, and resilient—anticipating challenges, providing clear direction, and advancing the District's goals.



## **The ideal candidate will also have the following core competencies...**

### **Financial Acumen & Technical Expertise:**

Skilled in managing complex budgets, capital programs, and rate structures while applying technical knowledge of water and wastewater operations.

### **Presentation Skills & Composure:**

Communicates complex issues clearly to the Board, staff, and public, maintaining professionalism and poise in high-pressure or politically sensitive settings.

### **Strategic Thinking & Political Acumen:**

Anticipates challenges, develops innovative solutions, and navigates sensitive policy issues with sound judgment and impartiality.

**Team Leadership:** Provides strong mentorship for their direct team and staff, and promotes growth and development, accountability, and a culture of excellence at all levels of the organization.



## MINIMUM QUALIFICATIONS

*Any combination of experience and education that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:*

**Education:** Bachelor's degree in engineering, public or business administration or a related field from an accredited college or university.

**Experience:** At least five (5) years of executive-level management.

## HIGHLY DESIRED

**Education:** An MBA, MPA or related Master's degree.

**Experience:**

- Water and/or wastewater operations, capital improvement/ replacement planning, civil engineering, and/or experience within a special district.
- Public sector executive leadership.

## UPCOMING PROJECTS & OPPORTUNITIES

**RATE RELIEF EXPLORATION.** A Board-initiated effort exploring partnerships or consolidation with neighboring districts to address customer concerns and deliver sustainable rate relief.

**TRANSMISSION MAIN REHABILITATION PROJECT.** A relining and replacement of the 4-mile 1960s-era pipeline that connects TCWD's Dimension Water Treatment Plant in Lake Forest to its distribution system will restore the District's most reliable and cost-effective source of drinking water. Phase 1 is anticipated to be complete in late 2025 at an estimated cost of \$6 million.

**SURPLUS PROPERTY EVALUATION.** The Board has initiated a study to evaluate potential uses of surplus property that can generate the highest value for TCWD ratepayers.

**TREATMENT PLANT AND PUMP STATION IMPROVEMENTS.** Construction will begin in Fiscal Year 2026 on two other major capital projects: a \$1 million project to improve the wastewater treatment aeration process and a \$1.7 million overhaul of the Heritage Sewer Lift Station's mechanical and electrical systems.





# SALARY & BENEFITS

This position will receive an annual salary of **\$285,000–\$320,000 DOE/DOQ. PLUS** an attractive benefits package that includes:

**Health Benefits:** Participation in the Public Employees' Retirement System (CalPERS) Health medical program, Guardian dental insurance, and Vision Service Providers (VSP) vision insurance. The District pays for the employee premiums for most medical insurance provider options; employees may pay up to 10% of the premiums for the highest-cost family plans.

**Other Benefits:** The District provides car allowance, life insurance coverage, paid vacation, holidays, and sick leave.

**Pension Benefits:** "New member" employees hired on or after January 1, 2013, will be enrolled in PERS at 2%@62; the District pays for the employer contributions (currently 8.6%), and employees are responsible for employee contributions (currently 8.6%). New hires either subject to reciprocity or not considered "new members" will be enrolled in the PERS at 2.5%@55; the District currently pays for the employee contributions (8.0%).

## HOW TO APPLY

For first consideration, apply by **OCTOBER 8** at:

WBCP JOB BOARD

**SECURE THE DATES.** Round one interviews will be held virtually on **OCTOBER 30**. Finalists will move forward to round two in-person interviews on **NOVEMBER 6**. *Selected candidates must be available for both dates.*

### QUESTIONS?

Please contact **Claire Collins**, with any inquiries:  
**213.395.7650** | [Ccollins@hansonbridgett.com](mailto:Ccollins@hansonbridgett.com)

