

# CITY OF NORTH MIAMI BEACH, FLORIDA

## Deputy Director of NMB Water



*“We are committed to delivering excellence in all areas of municipal services; we will go above and beyond to be efficient, effective, innovative, fiscally responsible and proactive! You can expect a can do attitude from our Team who will serve those who live, visit and do business in NMB with much respect and integrity.”*

*— Ana M. Garcia, City Manager*

## About Us

The City of North Miami Beach is a first-tier suburb covering over 5 square miles. The City has a resident population of 43,277. It is located in northeastern Miami-Dade County midway between Miami and Fort Lauderdale with excellent regional highway access. The City is primarily a residential and regional shopping community. Prospective homeowners can find everything from cozy starter homes to elegant waterfront properties. Condominiums and rental apartments in an array of convenient and attractive locations are also available. Parks, beaches, and bays abound, along with a wide assortment of recreational, cultural, and dining opportunities. More information about North Miami Beach can be found at [www.citynmb.com](http://www.citynmb.com).

## Governance

The City government operates under a Council Manager form of government. The City Council includes the Mayor and six Council members. The Council is responsible for enacting ordinances, resolutions and regulations governing the City as well as appointing the members of various advisory boards, the City Manager, City Attorney and City Clerk. The City Manager is responsible for the enforcement of laws and ordinances and appoints and supervises the department directors. The City provides a full range of municipal services including public safety, utilities, public works, parks and recreation facilities, public library, code compliance, planning and zoning, economic development and general and administrative services. The City's FY 2016 general fund budget is \$37,249,258.

## City Organizational Structure

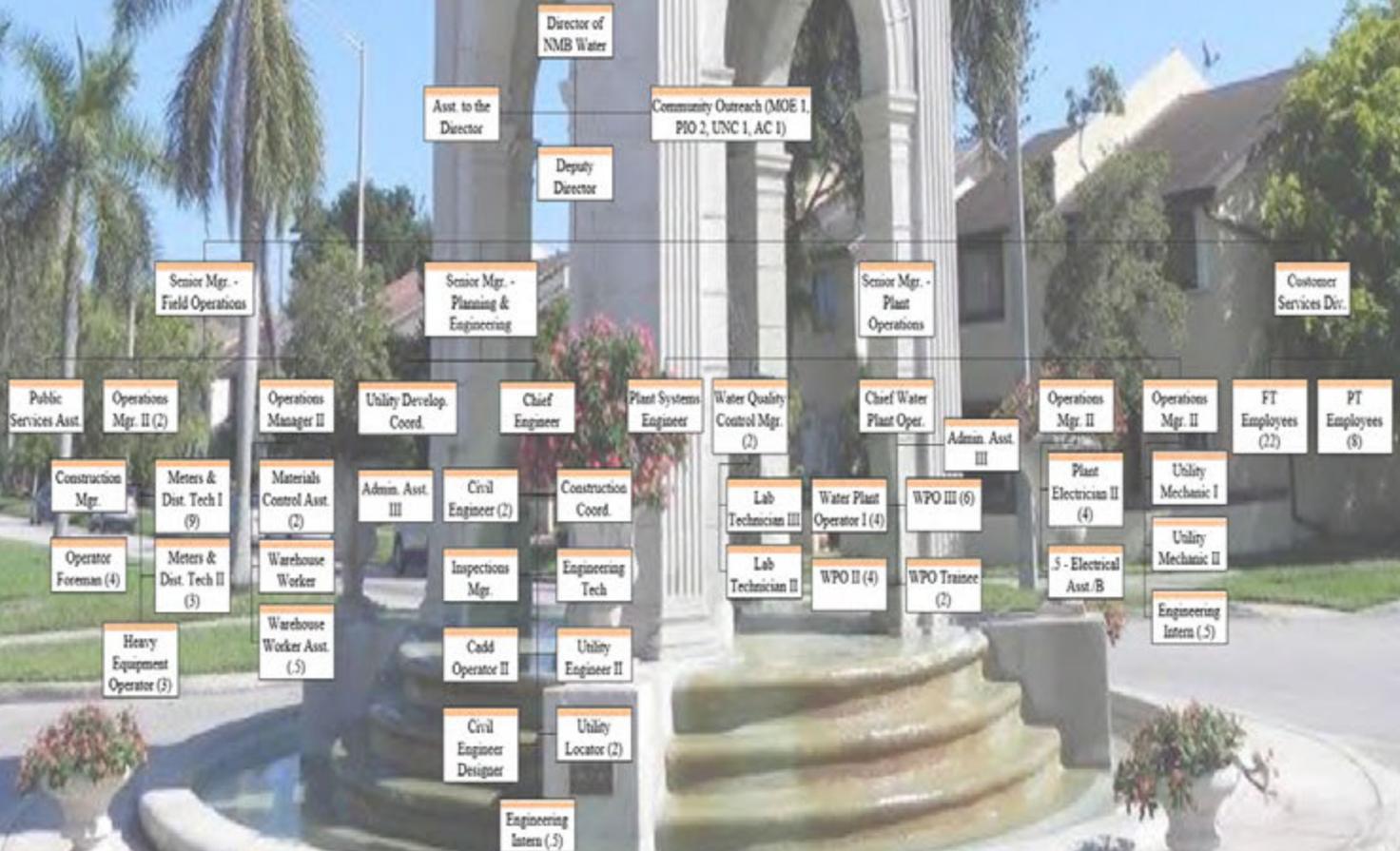


## About the Department

Functioning as an enterprise funded department of the City, NMB Water is the second largest water and wastewater utility in Miami-Dade County. It provides water production/distribution and wastewater collection to over 170,000 customers and 32,800 metered connections in North Miami Beach and the surrounding municipalities of Aventura, Miami Gardens, Sunny Isles Beach, and Golden Beach.

The Wastewater division includes 33 pump stations, 112 miles of sanitary sewer line and over 1,800 manholes in the waste water system. Water and wastewater services comprise 124 full-time employees. NMB Water's FY 2016 budget is \$46,998,558.

The City of North Miami Beach owns and operates the Norwood-Oeffler Water Treatment Plant. This facility was originally a lime softening treatment plant with a production capacity of 16 million gallons per day. The program was expanded and 12 to 14 MGD was purchased from Miami-Dade Water and Sewer Department to meet demand. The raw water is supplied by 12 Biscayne Aquifer wells, ranging from 40 to 100 ft deep. The wells are located at the Norwood well field, including 7 wells located on the water plant site, and 5 wells offsite in nearby schools and public parks. The capacity of the wells ranges from 0.6 to 6 MGD, with a total capacity of 27 MGD. These wells are rotated on regular basis.



# The Deputy Director of NMB Water

## **Duties and Responsibilities**

The DDNMBW reports to the Director of NMB Water and is responsible for leading, directing, managing, planning, and supervising the activities, operations and personnel of critical utility functions including Water Production, Water Distribution, and Wastewater Collection. This position oversees senior managers in multiple divisions and coordinates NMB Water interests with a variety of City departments, outside regulatory agencies and the general public.

## **Other Responsibilities**

The City is currently preparing a request for proposal to privatize NMB Water's operations and capital programs. Therefore, the DDNMBW role will evolve once the transition of most NMB Water employees to the selected contract operations company has been completed.

Responsibilities will include:

- Contractual management and oversight.
- Direct liaison and supervision of the management company.
- Ongoing compliance review and monitoring of all utility operations and programs.
- Ensuring that established performance criteria and contract compliance provisions are met.
- Ensuring that services provided are compliant with state and federal laws and regulations as well as with the City's strategic and master plans.

## **Desired Knowledge, Skills, and Abilities**

The City's succession plan envisions the new DDNMBW having the qualifications and interest in assuming the Director position in the future. The ideal candidate will be an energetic, strategic, and progressive thinker who possesses the organizational aptitude to successfully handle the internal and external stakeholders of the City. Experience and familiarity with current legislation pertaining to water, wastewater, and environmental issues is critical.

## **Minimum Qualifications**

Requirements include a Bachelor's Degree from an accredited college or university in engineering plus a minimum of five (5) years of management experience with water and/or wastewater operations and administration. A Florida Professional Engineer (P.E.) license or the ability to obtain one through reciprocity within six months is required. Must possess a valid Florida driver's license.

## **Compensation & Benefits**

The anticipated starting pay range is \$110k to \$135k (negotiable depending on qualifications). PTO includes 136 hours annual leave, 80 hours sick leave, 8 hours birthday leave, 16 hours floating holidays, plus 88 hours federal & national holidays. Health insurance, life insurance, and defined benefit plan (8% contribution), cellular allowance, and take-home vehicle. Voluntary benefits include dental, vision, supplemental life, deferred compensation, and FSA. There is no Florida State Income Tax.

## **Application & Selection Process**

To be considered, please submit a cover letter, résumé, and salary history via e-mail to [jobs@citynmb.com](mailto:jobs@citynmb.com). For more information, please contact the NMB Human Resources Department at (305) 948-2918.