

Michael Houston



Objective: To obtain the position of Superintendent of Water and Sewer Maintenance for the City of Aurora

City of Aurora

2017-Present

- Currently the Assistant Superintendent of Water and Sewer Maintenance
- Manage daily operations
- Maintain 1000 plus miles of distribution water main which includes 10,000 fire hydrants and more than 10,000 thousand valves to AWWA standards
- Maintain approximately 1,200 miles of sanitary, storm and combined sewers
- Maintain several sanitary and storm lift stations
- Coordinate projects with COA Engineering, outside contractors and public
- Equipment and vehicle purchases
- Resolve issues with rate payers
- Review and approve purchases
- Coordinate Division specific training
- Distribution System ROINC (Responsible Operator In Charge)
- Coordinate vehicle repairs, safety lane inspections
- Assists with annual budget and prepare Legistar items for Council
- Submit annual reports to the IEPA
- Involved with the City's Lead Service Line replacement program
- Issue notifications to regulatory agencies for work performed on City infrastructure
- Assist with implementing new requirements from regulatory agencies and stay familiar with current legislation

DuPage County Public Works

2007-2017

- Manager of Public Works Operations and Maintenance
- 90 employee department which includes admin, water, sewer, storm water maintenance, facilities and wastewater treatment
- Very good understanding of Public Works Operations at a department head level
- Train subordinate employees according to County procedure
- Evaluate Public Works operations to improve efficiency and streamline processes
- Review and execute Public Works goals and objectives

- Work closely with outside engineering firms on Public Works projects
- Well versed in O&M and administrative practices
- Develop SOI's for the selection of engineering firms along with interviews
- Develop scope of work for purchases and projects
- Oversee performance of outside contractors
- Attend pre-bid meetings and openings
- Organize staff meetings
- Employee evaluations
- Select candidates for interview process
- Resolve resident issues and concerns
- Assist with Operation and Capital budget preparation and review
- Develop and review specs for equipment, vehicles and projects
- Organize and manage various in house Public Works projects
- Generate e-quotes for material and equipment purchases
- Deal with department personnel issues and concerns
- Assist with union contract negotiations
- Attend monthly County board and committee meetings
- Work closely with the purchasing and procurement department to ensure proper purchases
- Approve pay requests
- Knowledge of IEPA permitting NPDES requirements
- Assisted engineering firms with implementation of CMOM plan for collection system and facility master planning
- Involved in the implementation of safety and training

Houston Contractors Inc.

1996-2005

- Family owned and operated roadway construction company
- Highway and commercial roadway construction
- Performed numerous I-DOT and municipal projects
- Project Foreman
- Large scale snow removal including municipal roadways

United States Army National Guard

1999-2006

- Corporal 35th Infantry Division 2nd Platoon 2nd Squad "A" Team Leader

R.A. Ubert Construction

2005-2007

- Skilled Underground Laborer
- Water and Sewer mainline installation
- Hydrant installation
- Storm, Sanitary catch basin and manhole installation
- Site layout and staging

Skills and Knowledge

- Excellent and effective communicator
- Self-starter and motivator
- Good understanding of municipal ethics
- Knowledge of OSHA standards and guidelines
- Certified in confined space entry and retrieval
- Experience in wastewater/water process, collection, conveyance
- Extensive knowledge in concrete/asphalt
- Experienced equipment operator
- Class A CDL with tanker endorsement
- Well versed in roadway construction
- General surveying and blueprint reading
- QA/QC procedures
- Well versed in Underground Infrastructure
- Lift station operation and building
- Storm Water and flow diversion experience
- Submersible Pump setting and repair
- Roadway traffic control and set up

Education and Training

- Waubonsie Valley High School graduate
- Army National Guard
- CPR certified
- Hydro-Air Submersible pump training
- Metropolitan Pump training
- McNally pump training

- I-DOT workshop training
- Confined Space training
- Local 149 apprenticeship
- DuPage County Safety Committee Chairperson
- JJC wastewater treatment courses
- Numerous APWA and IEPA workshops
- Class D Water Operator
- NASSCO PACP Certified