

DOUGLAS J. HEBERLE

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Highly skilled **Administration, Planning and Operations Professional** with over 10 years of experience in the Consulting, Government, Transportation, Environmental, and Construction disciplines. Results-oriented administrator with hands-on experience organizing program efficiency throughout project functions. Instrumental in the development of project solutions, producing scheduled deliverables, as well as improvements to project management. Comprehensive background includes employee leadership, policy development, infrastructure management and planning, client services, program coordination, project solutions, and interagency and public relations. Motivational and adaptable leader able to successfully manage cross-functional teams and multiple priorities utilizing strong interpersonal and communication skills.

Areas of Expertise:

- Construction Administration
- Policy Development
- Facilities Operations
- Client Service Solutions
- Product Logistics
- Personnel Management
- Negotiating / Budgeting
- Regulatory Compliance
- Strategic Planning
- Microsoft Office
- Environmental Management
- Vendor and Team Management

KEY ACCOMPLISHMENTS

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- Maintain and continuously improve water delivery infrastructure including a dam, reservoir, gates and fish screens, 100+ mile network of canals and pipeline as well as truck and heavy equipment fleet.
 - Serve on two local governing bodies as the lead representative for the District in drafting and implementing local water policy to meet 100% of state mandated supply sustainability requirements on a regional scale.
 - Effectively represent and defend the District's legal rights and interests to state and local agencies, municipalities, and elected officials as well as individual stakeholders both within District boundaries as well as the region.
 - Manage contractors and consultants to identify problems, collect data, establish facts, and execute solutions on both physical infrastructure construction and external collaborative policy projects.
 - Conduct general project administration duties as well as obtain required right of way from individual property owners for a pipeline construction project to provide 90% additional water supply to a particular municipal client.
 - Consistently provide excellent service in coordinating water delivery operations to our municipal and agricultural clients.

PROFESSIONAL EXPERIENCE

Woodbridge Irrigation District

Woodbridge, CA

Government utility agency developing and maintaining a network of water delivery infrastructure to guarantee the efficient provision of water to its agricultural and municipal clients.

Assistant Manager

6/2014– Present

- Provide guidance and recommend actions for the successful general operation of our 40,000 acre District and employees.
- Provide leadership as a 100% voting member on various public boards establishing regional water policy.
- Negotiate legal agreements with related agencies to maintain the District's operational rights.
- Oversee accounts payable/receivable activities concerning clients and vendors.
- Develop and maintain relationships with elected officials and local agencies to further the improvements and development of the District's water delivery infrastructure.
- Coordinate and authorize various administrative activities including purchasing and payroll obligations.
- Collaborate and consult with the legal team on strategy and any court actions regarding both water and property rights of the District as well as adjacent property owners and right of way acquisition.
- Provide subject matter guidance in developing long and short-term goals, strategic objectives and initiatives, operating and capital budgets, and financial plans regarding the water transmission infrastructure systems.

- Maintain regulatory compliance, intergovernmental and public relations, and supervise consultants and contractors who provide engineering and legal services for the District and the County.
- Create and maintain policies, procedures and responsibilities related to the compliance and administrative functions.
- Manage 100% of regulatory permits, licenses, contracts, reports and other documentation to ensure compliance with all relevant legislation (federal, state and local) as required for District operation.
- Implement federal and state mandated OSHA safety standards and training for the District's personnel.
- Maintain maintenance schedule of off-road and on-road equipment fleet.
- Procure construction materials for infrastructure projects and perform construction administration duties.
- Prepare appropriate contracts, environmental reporting documentation, oversee HAZMAT remediation procedures and obtain appropriate permitting in the preparation of construction projects.
- Receive and investigate complaints, requests, and inquiries from the general public pertaining to District operations, groundwater and surface water issues in general.
- Collaborate with general manager and Board of Directors to keep them informed through participation in agency meetings; and reporting project status and other issues as they relate to construction projects and routine District operations.

Qk4**Louisville, KY***Civil engineering firm providing transportation design, environmental, planning, and water/wastewater and storm water services.***Transportation, Environmental, & Land Use Planner****10/2007 – 6/2014**

- Implemented and executed the planning and environmental processes including federal documentation for various transportation and site improvement projects.
- Supervised and provided guidance to employees and subcontractors in preparation of project deliverables.
- Facilitated public information meetings to present gathered data and preferred alternatives, gain input, and build consensus on potential and perceived project impacts.
- Drafted, prepared, and finalized planning/environmental technical reports for government and/or private clients in accordance with National Environmental Policy Act (NEPA) standards for approval by federal and state agencies.
- Developed and maintained relationships with elected officials and public agencies by providing exceptional planning and environmental services meeting the needs of their communities.
- Analyzed and organized alternative route alignments, traffic trends, zoning elements, and right-of-way data to identify preferred alternatives for public and private clients.
- Coordinated with clients, employees, project subcontractors, and the project team as a whole; to include developing baseline (Phase I ESA, socioeconomic, aquatic/terrestrial, cultural/historic, air quality/noise) reports, advising the public, property owners, and stakeholders on proposed alternatives and potential impacts.
- Managed project budgets, schedules, and monthly billing procedures.

River Hills Economic Development District and Regional Planning Commission**Jeffersonville, IN***Regional community and economic development organization serving multiple counties in Indiana.***Economic Development Specialist****6/2006 – 10/2007**

- Created competitive grant proposals for Community Development Block Grants to fund economic development projects.
- Managed contract and construction administration activities for federally funded infrastructure projects.
- Developed and maintained multiple, simultaneous, project budgets in compliance with construction schedules.
- Prepared Hazard Mitigation Plans for local governments to meet Federal Emergency Management Agency standards.

EDUCATION

University of Memphis, School of Urban Affairs and Public Policy
Masters of City and Regional Planning

Memphis, TN
2006

University of Phoenix
B.S. Business Management

Scottsdale, AZ
2000