

## **PUBLIC WORKS DEPARTMENT**

### **Overview**

The Public Works Department is responsible for a wide variety of programs that provide the basic services required by Village residents. The department handles the purchase, design, construction and maintenance of all Village-owned vehicles, equipment, infrastructure and related assets (except buildings). This includes the drinking water distribution system, sanitary sewage and storm water collection systems, streets, street signs and pavement markings, traffic signals, street lighting, public sidewalks, Central Business District (CBD) landscaping and parking lots, parkway trees, and vehicle fleet management. The Public Works Director also oversees the daily operation of the Glenbard Wastewater Authority that is jointly owned and operated by the Villages of Glen Ellyn and Lombard.

A major responsibility of the Public Works Department is development and implementation of the various capital projects to maintain and improve the water, sanitary sewer, storm sewer, street, and sidewalk systems. Glen Ellyn residents first constructed a water system in 1907 followed by a sanitary sewer system in 1911. These systems provided two of the basic necessities of life in the Village, allowing for new construction and growth to occur. The systems provide water for fire fighting as well as drinking. The sanitary sewers remove wastes from individual homes and provide basic treatment before discharge to the East Branch DuPage River. New concrete streets were built starting around 1910 that led to the construction of storm sewers to carry away rainwater in order to reduce storm water flooding.

All of the four major systems noted above started over 90 years ago. The Village of Glen Ellyn has continually updated and expanded these systems over the years. The systems are collectively in good operating condition and provide reliable service for all residents. The systems continue to need significant capital improvements on a yearly basis. This work is reflected in the budget for the Public Works Department. Capital expenditures make up over 50% of the expenditures for the Public Works Department.

The planning, design and oversight of our major construction programs are a major focus of the department's work. Our Team recognizes the importance of the continued rehabilitation of the various systems and the great responsibility various Village Boards and the residents of Glen Ellyn have placed on us to wisely spend the substantial resources required to maintain our systems. Our Team has focused on this task and will strive to keep the systems working well but also to be sure the work is done correctly.

Within the Public Works Department are four major Divisions: Administration, Engineering, Operations, and Equipment Services (Fleet). Our Administration Division serves as the face of our Department and is the primary interface with the public. Resident inquiries are customarily handled by our professional team of administrative assistants. The Engineering Division oversees our Capital Improvement Program as well as oversight of our Plant Operations that include water distribution and sanitary sewer

collection facilities. The Operations Division is responsible for the daily planning and scheduling of our maintenance responsibilities. The Operations Team performs routine and emergency tasks associated with our streets, forestry, water, sewer, and electrical assets. Our Equipment Services Division provides management of over 140 vehicles and hundreds of pieces of equipment for the Village, Fire Company, and Glenbard Wastewater Authority.

The men and women of the Public Works Department perform a variety of tasks to operate and maintain Village infrastructure and support municipal operations. From preventive maintenance and mechanical repairs to equipment, servicing work requests from residents, routine landscaping and pothole repair, to emergency services and disaster assistance planning, round-the-clock preparedness for snow and ice control operations and development of a geographic information system and other information systems to provide a higher degree of accountability in the management of public assets, the individuals of the department maintain a high state of readiness to provide cost-effective and efficient customer service to the residents of Glen Ellyn. Village assets maintained by the Public Works Department include:

- 86 miles of roadway
- approx. 750 street lights (Village owned)
- approx. 15,500 parkway trees
- approx. 4,000 street and traffic signs
- Downtown benches and trash receptacles
- 70 miles of storm sewer mains
- 4,400 storm sewer inlets, basins and manholes
- 1,265 fire hydrants
- 147 miles of water mains
- approx 8,200 water service valves
- 2 one million gallon ground level water reservoirs
- 2 elevated water storage tanks
- 2 water pressure adjusting stations
- 2 water pumping stations
- 2 stand-by ground water wells
- 85 miles of sanitary sewer mains
- 4 sanitary sewer lift stations
- 2,000 sanitary sewer manholes

Below is a summary of the FY10/11 Public Works budget that begins May 1, 2010.

<b>FUND #</b>	<b>PUBLIC WORKS DEPARTMENT EXPENDITURE TOTALS</b>	<b>FY 08/09 ACTUAL</b>	<b>FY 09/10 REVISED BUDGET</b>	<b>FY 09/10 ESTIMATED ACTUAL</b>	<b>FY 10/11 BUDGET</b>
100	Admin. & Engineering	\$788,445	\$758,065	\$741,100	\$812,200
100	Operations – General Fund	1,790,658	2,088,210	1,877,800	2,073,200
	<b>General Fund</b>	<b>\$2,579,103</b>	<b>\$2,846,275</b>	<b>\$2,618,900</b>	<b>\$2,885,400</b>
500	Operations – Water	3,798,772	5,431,419	4,815,200	5,132,300
500	Operations – Sewer	5,753,840	7,590,856	5,929,500	6,321,300
	<b>Water / Sanitary Sewer Fund</b>	<b>\$9,552,612</b>	<b>\$13,022,275</b>	<b>\$10,744,700</b>	<b>\$11,453,600</b>
530	Parking Fund	772,806	776,546	639,400	224,000
650	Equipment Services Fund	1,846,421	1,568,000	1,504,900	1,543,300
210	Motor Fuel Tax Fund	917,593	1,256,000	1,200,000	705,000
400	Capital Projects Fund	6,029,322	7,204,369	4,944,000	7,094,000
	<b>Total Expenditures</b>	<b>\$21,697,857</b>	<b>\$26,673,465</b>	<b>\$21,651,900</b>	<b>\$23,905,300</b>