

INTRODUCTION

The Public Works Department consists of seventeen (17) full-time positions responsible for the maintenance of buildings and grounds, vehicles and equipment, roads and street lights, or the water and sanitary sewer systems. The Work Plan does not provide details on the normal activities staff performs. Rather, it identifies those special projects or assignments in which staff is involved in addition to normal activities.

LEGEND FOR STAFF RANKING/PRIORITIZATION OF WORK PLAN ELEMENTS

Tier One (Green) – These are the highest priority initiatives that staff feels must be advanced. In many cases, these are ongoing or time sensitive initiatives that cannot be delayed without significant detrimental, costly, and/or long term negative impacts. Expected to be accomplished with existing and budgeted resources.

Tier Two (Blue) – These are important initiatives staff feels should be advanced but may be delayed pending completion of Tier One initiatives. Staff expects to accomplish/advance these priorities with existing and budgeted resources. Delaying progress on these initiatives and projects may result in undesirable impacts.

Tier Three (Red) – These are desirable and valuable initiatives, but not items the Department expects to advance to any significant degree with existing or budgeted resources in the upcoming fiscal year. It is unlikely that the City will experience any measurable or lasting negative impacts if these items are not advanced in the upcoming fiscal year. However, if work is not initiated or suspended on High or Important priority initiatives, it may be possible to reallocate staff resources and advance one or more of these initiatives and projects.

Italic font = Initiative or project for which a new FY 2019 Decision Package has been submitted.

Tier One – Highest Priority Initiatives**Ongoing Projects and Initiatives Expected to Continue Into FY 2020**

- Annual Road Program
 - Construction of 2019 program (KH/JC) ***Construction began in July and will be complete in September 2019.***
 - Prepare Bid documents for 2020 program (KH/JC) ***Ant. start in December 2019.***
- Reconstruction of Warrenville Road (PK/JC) ***Construction began in last week of July and will be complete in September 2019.***
- Sanitary Sewer Infiltration and Inflow Reduction Program
 - Basin 1, Phase 2 (PK/JS) ***Contract to be presented at August 12 PWIC Meeting.***
 - Basin 2, Phase 1 (PK/JS) ***Flow monitoring complete. EEI completing analysis.***

- Coordinate with Finance on Enterprise Resource Planning implementation (PK/JM) **Ongoing.**
- *Finish Update Interceptor Capacity Analysis (PK/KH) (PUB 19.06) Naperville and EEI to coordinate to address Naperville questions.*
- *Design of Southwest District Elevated Water Tank and Well (PK/JS/KH) (PUB 19.03) Currently negotiating land purchase agreement.*
- Construction of Fox Hollow Lift Station replacement (PK/JS) **Rejected bids, staff will be performing an alternate project in September.**

Proposed New FY 2020 Projects and Initiatives

- *Construction of water main from Landon Avenue to Route 59 corridor (PK/KH) (PUB 20.03) City Council approved easement, staff coordinating signatures and reviewing engineering design. Ant. advertising for bids in September 2019.*
- Coordinate with all departments on upgrade of City website (PK/JM) **JM coordinating with workgroup at various meetings.**
- Comprehensive inventory of fixed assets for water and sanitary sewer systems (PK/JS/KD) **Staff working with EMRP workgroup.**
- Replace HVAC at Police Department (JM/DE) **Held initial meeting with vendor. Staff to present a recommendation at October 2019 PWIC meeting.**

Tier Two – Important Initiatives

Ongoing Projects and Initiatives Expected to Continue Into FY 2020

- Mack Road Bridge Replacement and Trail Improvement Project
 - Complete Preliminary engineering design (PK/KH) **Consultant to provide schedule once IDOT approves engineering contract.**
 - Begin Final engineering design (PK/KH) **Ant. start in 2020, after preliminary engineering is complete and IDOT approves preliminary design report.**
- Construction of Diehl Road turning lane improvement project (PK/KH) **Construction began in July. Anticipate completion in September 2019.**
- Complete Conversion of AutoCAD Utility Atlas to GIS (JS/JC/KH/LW) **Data collection complete. Consultant began conversion in May.**
- Year three of five-year City-wide replacement of existing ACLARA meter transmitting unit (MTU) with Neptune meter interface unit (MIU) (JS) **(FY18 Decision Package) Ongoing (3,200± installed).**
- Construct Virginia Avenue storm sewer upgrade (KH/JC/SE) (PUB 19.01) **Easement approved by City Council. Staff coordinating final design with consultant. Ant. construction in fall 2019.**

- Finish preparation of Complete Streets Policy (PK/KH/SE) **Staff reviewing consultant's draft policy. Ant. presentation at Committee of the Whole meeting in September or October.**
- Coordinate with Community Development on Point Oak Drive Dedication (PK) **No progress. Community Development to review with City Attorney.**
- Work with Administration to evaluate building security needs at Public Works Building (PK/JM) **No progress. Ant. start date in 2020.**
- Administration of Private Property Drainage Assistance Program (JM/JC/KH/SE) **Staff reviewing new application received in May.**
- Preliminary engineering design for Prairie Path Trail Head Project at Albright Park (PK/JC/DE/KH) **Staff coordinating with Community Development and consultant.**
- Final engineering and reconstruction of Barkley Avenue, north of Route 56 (PK/KH) **No ant. start date. This project depends on adjacent development occurring.**

Proposed New FY 2020 Projects and Initiatives

- *Development of ADA Transition Plan (JM) No progress. Ant. start date in 2020. Will better define once Management Analyst position is filled.*
- *Design and development of bid documents - Water Tower Rehabilitation and Painting (PK/JS) Project on hold until EMRP Workgroup completes its work and City Council approves a path forward.*
- *City-wide Service Levels, Staffing and Facilities Study (PK/JM) City Council considering contract on August 5, 2019. Staff will participate with consultant and provide input.*

Tier Three – Desirable Initiatives

Ongoing Projects and Initiatives- Completion in FY 2020 Uncertain

- *Property Acquisition for Sanitary Sewer Holding Tank (PK/KH) (PUB 19.05) No progress, as staff won't pursue until Naperville requires construction of tank.*
- *Researching possible private solar improvement on City property in lieu of two projects below (PK/JM) Working with Symbiont and City Attorney to negotiate an agreement.*
 - *Evaluation of potential solar energy opportunities in Warrenville by a consultant, per FY2018 Elected Official Budget Consideration Request form by Alderman Weidner (PK/JC/DE/JS).*
 - *Solar Trial Project (PK/JS/JM) (PUB 19.02)*
- *Potential Sale of City Owned Properties (PK/JM)*
 - *Rogers Avenue Well House No progress. Ant. start date in 2020. Will better define once Management Analyst position is filled.*

- Jackson Street unimproved right-of-way, just west of Winfield Road **No progress. DO not anticipate working on this in FY 2020.**
- Final engineering design for Point Oak Drive reconstruction and utility extension project (PK/KH) **No progress. Will not begin until dedication issue is resolved.**

PK=Deputy Public Works Director, JC= Street Division Lead Supervisor, KD=Finance Director, DE= Facilities Maintenance Lead Supervisor, KH=Senior Civil Engineer, JM=Public Works Management Analyst, VR= Vehicle Maintenance Lead Supervisor, DR=Civil Engineer, JS= Utility Division Lead Supervisor, LW=Planner/GIS Tech.

PROJECTS NOT INCLUDED IN FY 2020 WORK PLAN

- Preliminary design for Warrenville Grove Multi-Use Trail Connection Project
- Preliminary engineering for Batavia Road/Route 59 intersection drainage and turn lane improvements
- Final design for Leone Schmidt Park pavilion and lookout improvements
- Coordinate with Public Works on Rigi and Barclay Avenue dedication and engineering design
- Preliminary engineering for Route 59 sidewalk improvements
- Ray Street Improvements
- Final engineering design and easement acquisition for Manning Avenue pedestrian and parking improvements

OTHER FACTORS TO CONSIDER WHEN EVALUATING FY 2020 WORK PLAN

- Assumes no new vacancies in current Public Works Department positions and does not account for impact of unanticipated staff turnover.
- Does not account for emergencies or unexpected issues that may take priority throughout the year.