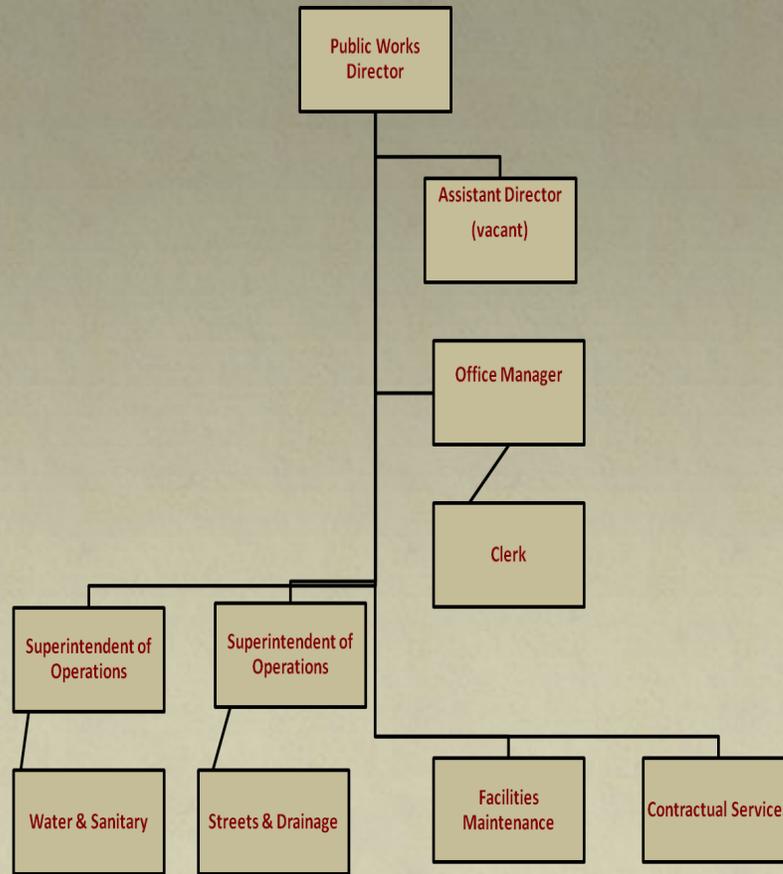


Department of Public Works 2014 Annual Report

“To provide comprehensive services to our residents and businesses by maintaining Village infrastructure and delivering services in a fiscally responsible manner”

ADMINISTRATIVE TEAM ORGANIZATIONAL CHART



The Public Works Department is entrusted to provide, manage, and maintain the infrastructure and facilities owned by the Village of Round Lake Beach. Public Works employees are expected to provide the highest level of service to every customer.

The Public Works Department is divided into four divisions: Administration, Water & Sanitary, Streets & Drainage and Facilities & Maintenance.

The Administration Team is comprised of a Public Works Director, two Superintendents of Operations, an Office Manager, and a Clerk.

Public Works Administration directs, oversees and supports all activities of the Public Works Department. Responsibilities include establishing short and long term goals; budget preparation and management; developing work plans; federal, state and county regulatory compliance; plan review and site inspections of projects and developments; preparation of bid specifications; administration and management of all contracted services. Administration directly interacts with the public by addressing inquiries and scheduling work requests. Administration works closely with the Village’s consulting engineer to coordinate capital improvement projects.

SERVICE MILESTONE



Gary Gramhofer

Retired as the Public Works Director in December, 2014



Mario Garcia—10 Years



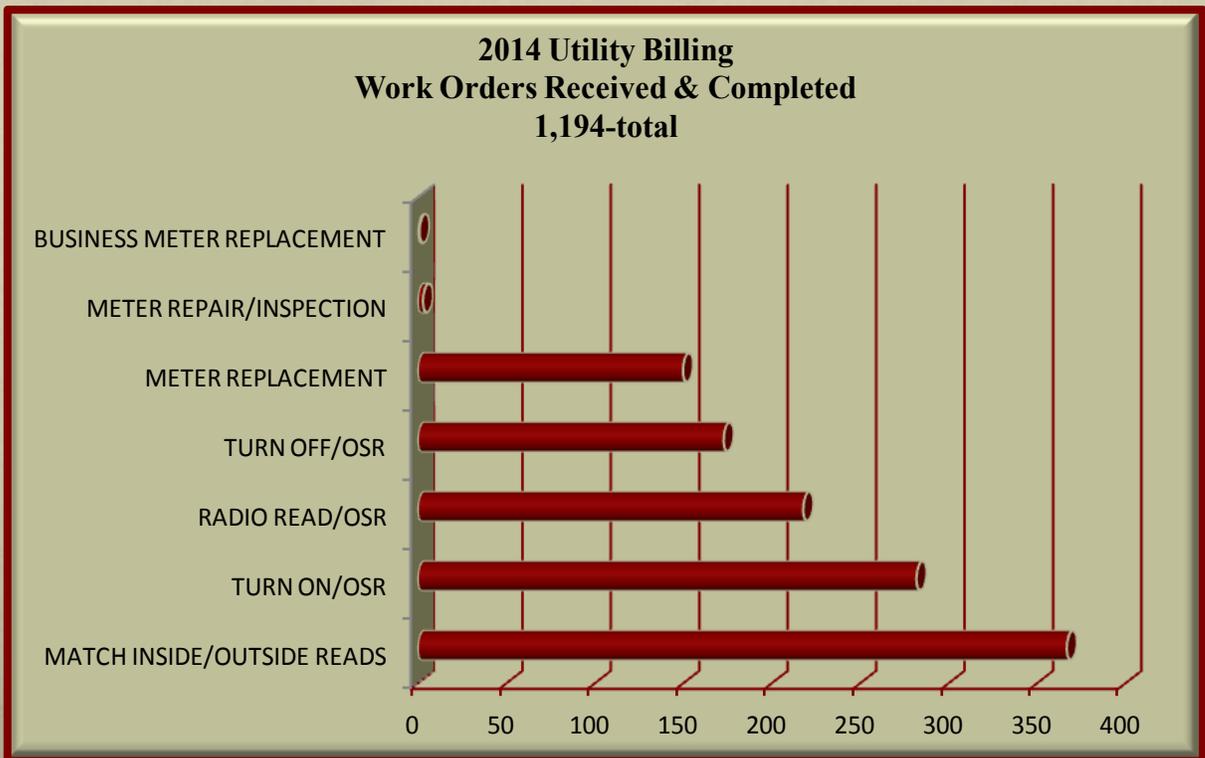
Don Lauritzen—10 Years



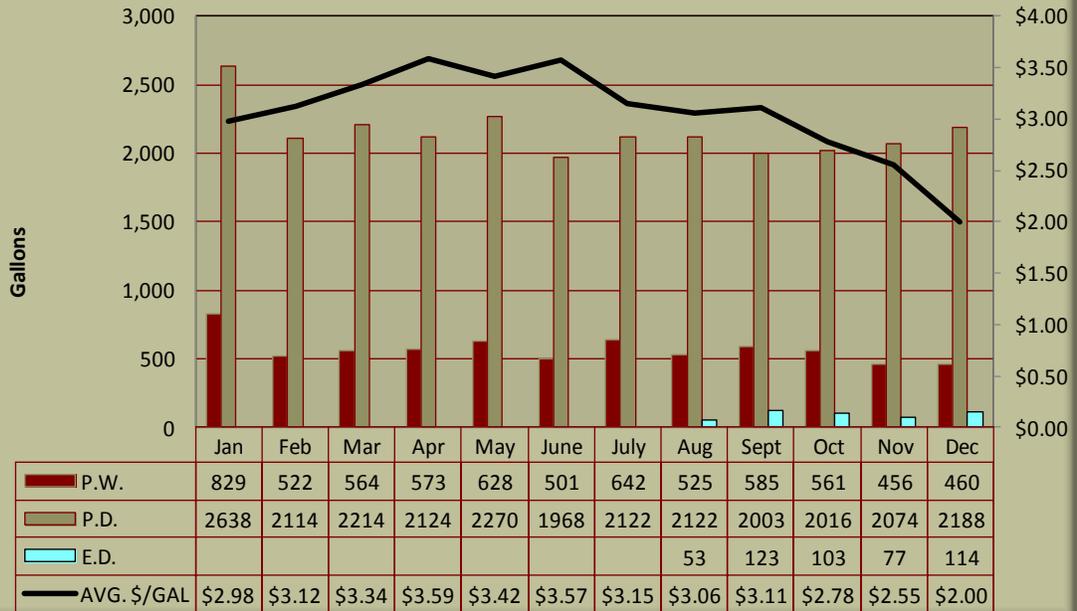
Tom Norkus—20 Years

ADMINISTRATIVE TEAM ACCOMPLISHMENTS

- Received and processed 4,640 customer service request phone calls.
- Received and executed 2,290 J.U.L.I.E. requests (1/1/14 to 12/31/14).
- Hired 3 part-time workers (5/12/14-11/21/14) for a total of 1336 hours.
- The Public Works Safety Committee met 10 times - reviewing 10 incidents.

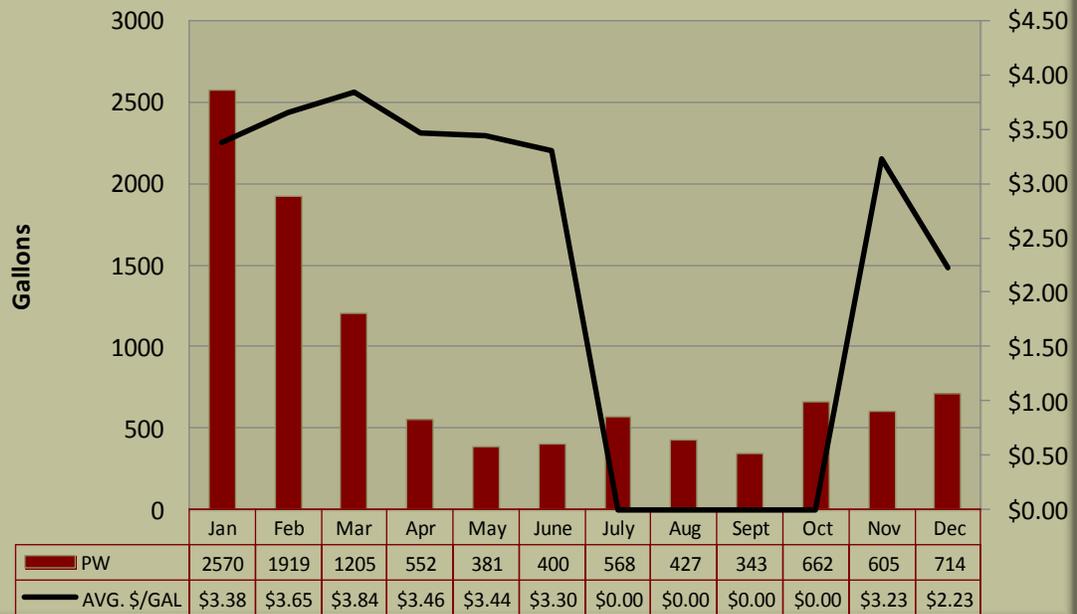


2014 Unleaded Fuel Usage



PUBLIC WORKS FUEL TANKS

2014 Diesel Fuel Usage





RECYCLING



Our Water System

Since 1992, the village's potable water supply has been provided by the Central Lake County Joint Action-Water Agency (C.L.C.J.A.W.A.) and the source is Lake Michigan. The village's water distribution system also consists of six back up wells, two elevated tanks and one above ground storage facility with a storage capacity of 4 million gallons.



In addition, the water system consists of 80 miles of various sized water distribution mains, and appurtenances intrinsic of 1,075 control valves, 1,025 fire hydrants, 8,050 water services and metered accounts. The village pumps an average of 2.0 million gallons per day (GPD) during the summer months and 1.6 million per day during the winter months with an annual pumping volume of over 650 million gallons.

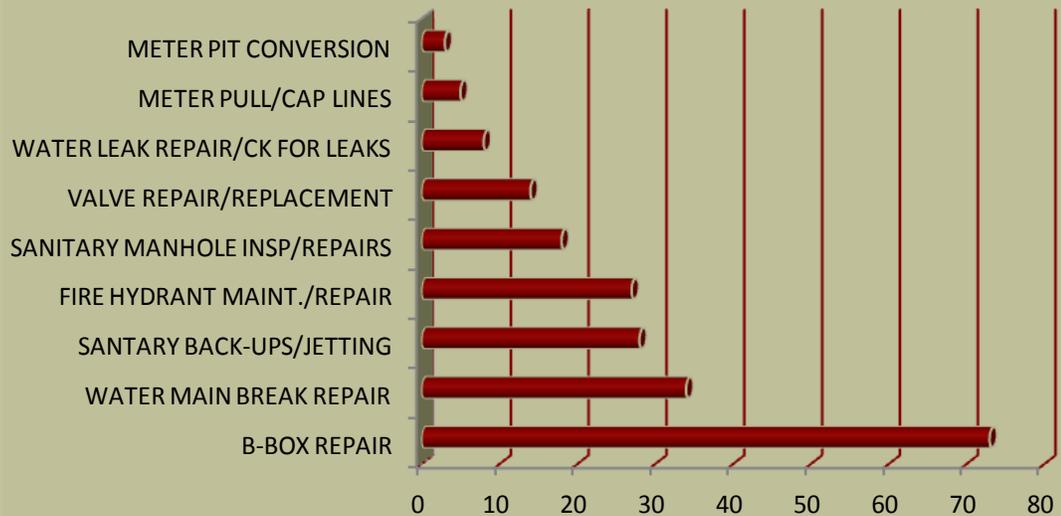
Our Sanitary System

The village's sanitary collection system consists of 70 miles of various sized sanitary mains including seven sanitary wastewater-pumping stations. Sanitary sewage is conveyed to the Northwest Fox Lake Water Reclamation District where it is treated and released. The Water and Sanitary Division maintenance programs include regular jetting, flushing, and cleaning of sanitary sewer mains and emergency response to sewer line blockages. The village's sanitary collection system consists of 70 miles of various sized sanitary mains including six sanitary wastewater-pumping stations.

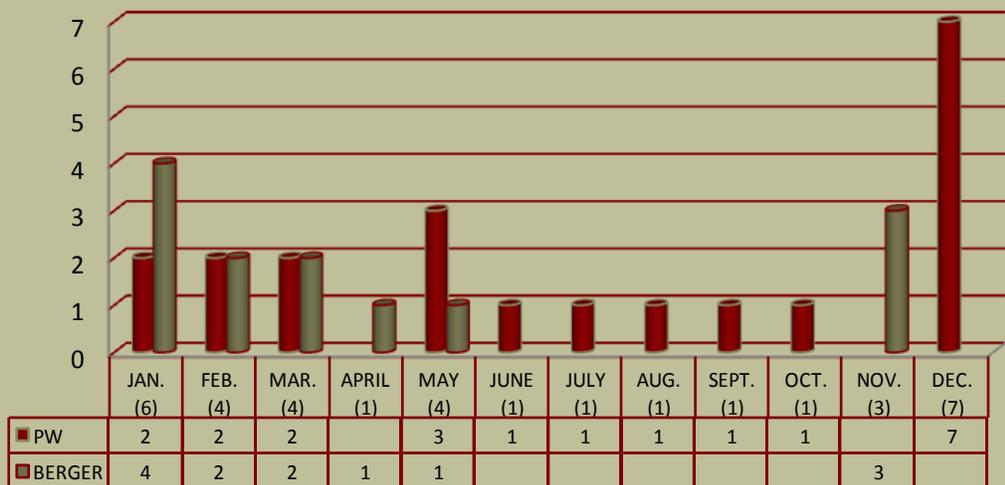


WATER & SANITARY TEAM

2014 Water & Sanitary Work Orders Received & Completed 195-total

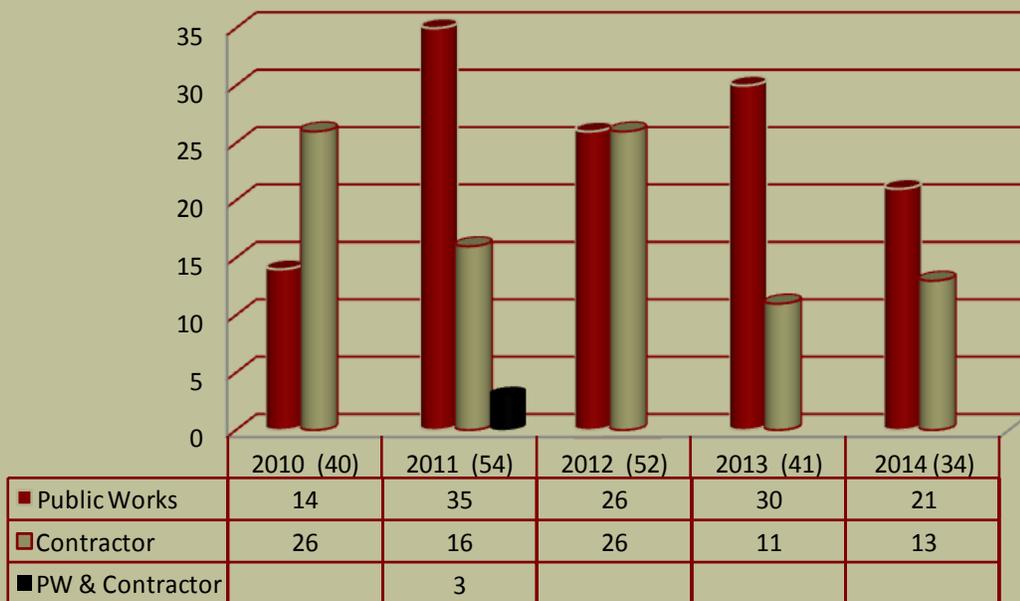


of Main Breaks Per Month - 2014



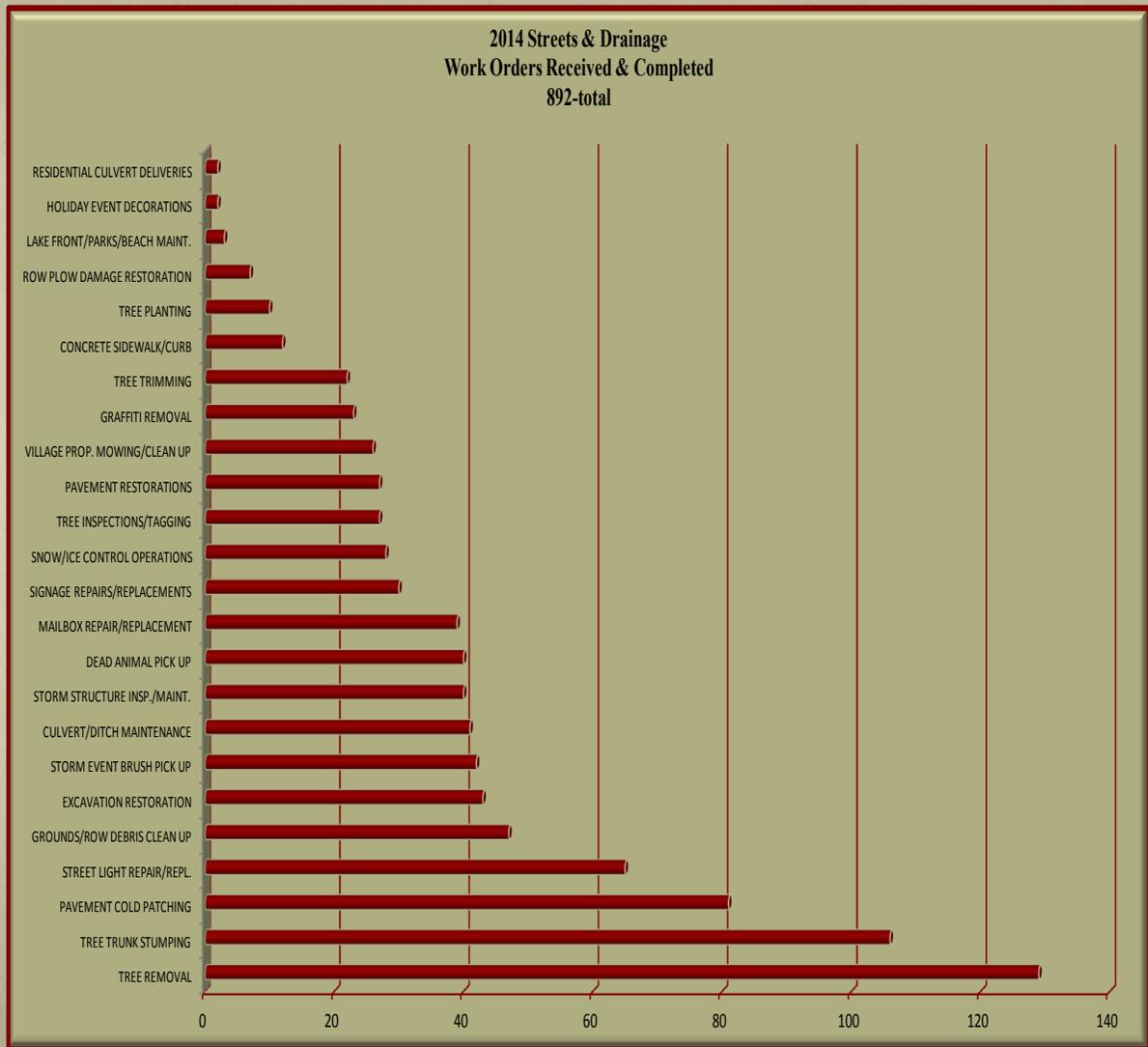
WATER & SANITARY TEAM

2010-2014 Main Breaks



Street & Drainage Division

The Streets and Drainage Division is responsible for maintaining a clean, reliable transportation network that allows for the safe and continuous movement of vehicular and pedestrian traffic at all times. The major function of the Division is the inspection and repair of pavements, sidewalks, curbs, street lights, signage, storm sewer systems, ditches, swales, parkway trees and the 33 acre Hook Lake retention area. The Streets and Drainage Division is also responsible for park maintenance and graffiti removal.



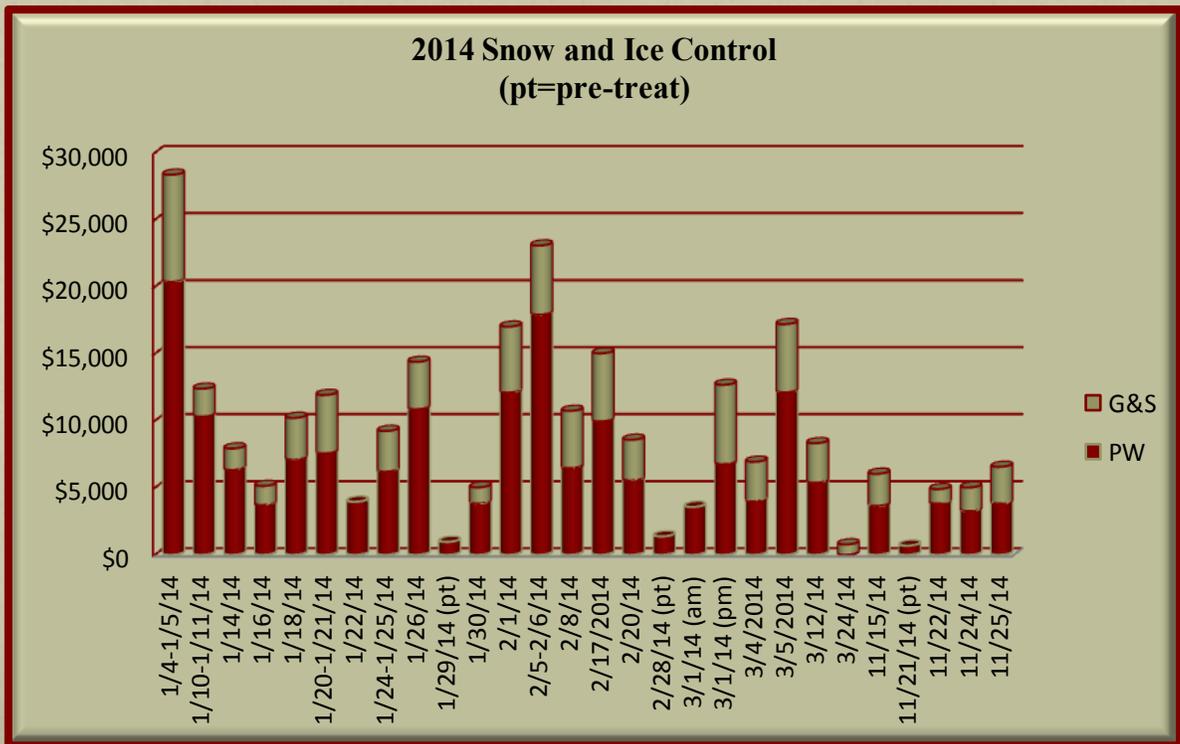
The street network consists of 80 center lane miles of paved streets including 92 cul-de-sacs. The Team manages and maintains 2,300 various types of traffic signage, 500 street lights, and 4,500 storm drainage structures (inlets, catch basins).

SNOW & ICE CONTROL OPERATIONS

During the winter months the primary responsibility of this team is snow and ice control operations. The Streets and Drainage Team repairs parkway damage caused by Village snow and ice operations, as well as damage caused by utility excavations performed by the Public Works Department.

Snow and ice control is without exception our largest all team effort. During a snow or ice event everyone is tasked with making our streets reasonably safe for residents. This responsibility included providing snow and ice removal for the Village's 80 centerline miles of streets, 92 cul-de-sacs, approximately three miles of public service sidewalks, and Village owned parking lots.

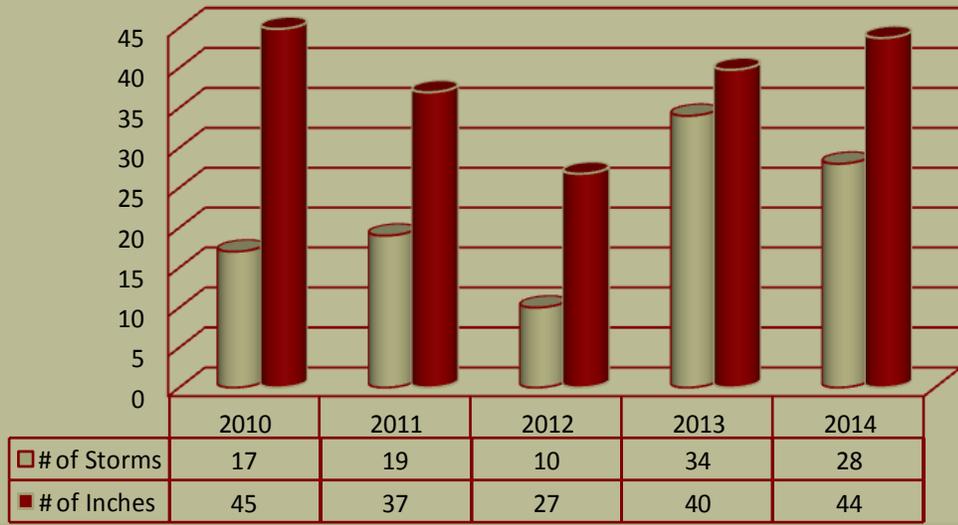
Our goal is to make all streets, courts and cul-de-sacs, sidewalks and crosswalks, facility service walks and parking lots safe and accessible for vehicles properly equipped for winter driving conditions, pedestrians and for emergency services during and after a snow or ice event.



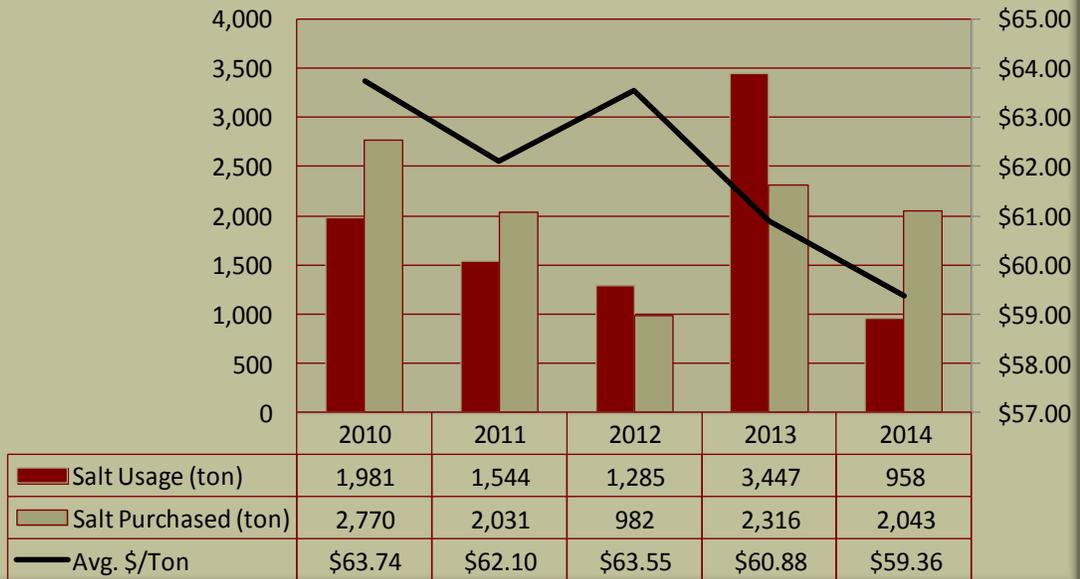
Liquid Ice Control

Liquid ice control equipment is installed on seven main line trucks to dispense liquids onto the salt as it is being spread onto the road. These liquids will coat the salt which will limit the salt from bouncing off the road. The addition of liquids will also activate the salt quicker for more efficient melting of snow and ice. The use of this system can reduce the amount of salt use by 20 to 25%.

**Number of Storms/Inches
2010-2014**



**Salt Statistics
2010-2014**



STREETS & MAINTENANCE TEAM



Sanitary Sewer Back-Up Jetting



Graffiti Trailer



Hydrant Flushing



2015 International



Lotus/Brentwood Culvert

EMERALD ASH BORER



The Emerald Ash Borer (EAB) is a small (1/2" long, 1/8" wide) metallic green beetle. It is an invasive species and infestation is highly destructive to ash trees.

The EAB travels by the movement of firewood and nursery stock. The adult beetle can fly up to a half mile under its own power.

The Adult EAB emerges May-July and the female lays numerous eggs in bark crevices and between layers of bark. The eggs hatch into larvae in 7-10 days which bore into the tree where they chew the inner bark creating winding galleries in the vascular tissue of the tree as they feed. This action cuts off the flow of water and nutrients in the tree, causing dieback and death of the tree.



	2013	2014
Tree Inspection/Tagging	76	27
Tree Removal	107	129
Tree Planting	24	65*

*Estimated by April 30, 2015 (FY 2015)



FACILITIES MAINTENANCE TEAM

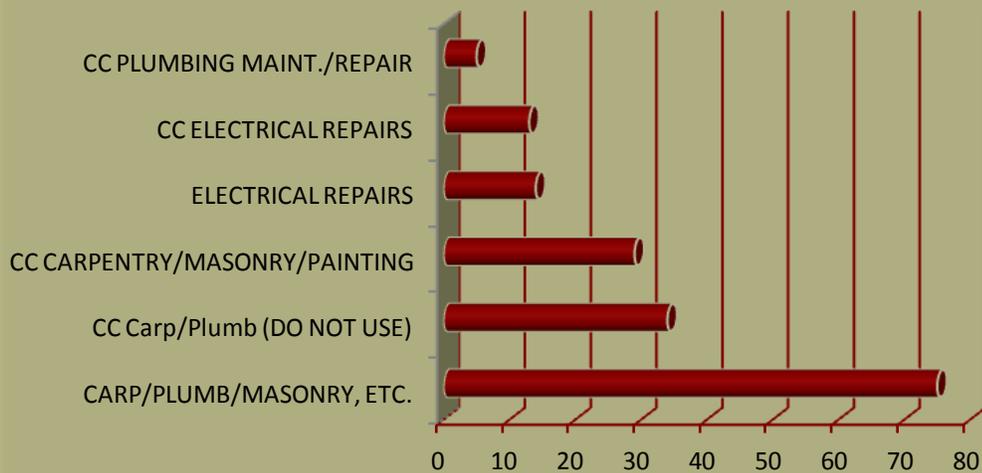


The Facilities and Properties Division is responsible for maintaining the integrity, value and appearance of all Village-owned buildings. This is accomplished through timely preventative and predictive maintenance programs. The goal is to provide a safe, clean and productive work environment for Village staff, associates and the general public.

The Facilities and Properties Division maintains six Village-owned buildings. The total area of these facilities exceeds 200,000 square feet. Daily tasks include responding to internal customer service requests, coordinating specialized contractual work (custodial, heating, ventilation and air conditioning) and performing routine building repairs.



**2014 Facilities
Work Orders Received & Completed
170-total**



FACILITIES MAINTENANCE TEAM

Before at P.W.



After at P.W.



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Civic Center Build-Out



Village-Owned Rehab Properties



118 Acre Court

Brush clearing

Tree trimming

Plumbing repairs

Painting

New appliances

New flooring



223 North Channel

THANK YOU!!

From: Karen Richey
Sent: Wednesday, April 09, 2014 1:26 PM
To: Randy Abbott; Gary Gramhofer; Grant Wollert
Subject: 1217 N. Lake Shore Drive Resident thanks us for repairing mailbox. Randy-please let the guys know.

From: Denise Schotanus
Sent: Friday, March 14, 2014 2:43 PM
To: Randy Abbott
Cc: Gary Gramhofer; Grant Wollert; Karen Richey
Subject: CONCERNED INDIVIDUAL

Individual called (would not give name) thanking Denise for giving her to the right person so she could explain where the pot holes were and for the men who filled them, she said the men did a fantastic job.

From: Lisa Berger
[mailto:L.Berger@cencom911.net]
Sent: Monday, September 15, 2014 9:26 AM
To: Karen Richey
Cc: Grant Wollert; Gary Gramhofer; AGS; Chuck Luplow
Subject: RE: PW Flooring

Good morning Karen,

Thank you for extending such thought and cooperation in regards to the flooring project. I did receive the dates and times and I will make sure that my personnel are made aware.

Thank you and have a great day! J

From: Delia Rodriguez [mailto:deliar17@gmail.com]
Sent: Thursday, October 23, 2014 8:13 PM
To: PWInquiry
Subject: Re: 1404 Park Ave

Just wanted to say - THANK YOU !!!! You are wonderful!!!! take care...

On Wed, Aug 6, 2014 at 8:23 PM, Delia Rodriguez <deliar17@gmail.com> wrote:

Hi i am inquiring about the driveway drainage (metal tube at the end of my driveway) it is currently causing tire damage and i would like to know if i need to reseal myself or is that the city's responsibility??? I have attached photo's for your review....

From: Gary Gramhofer
Sent: Tuesday, March 04, 2014 7:40 AM
To: Grant Wollert
Cc: Randy Abbott
Subject: Compliment main break

Margie Cleveland wanted to thank our guys for the great work on the main break by the school. She said she was impressed how fast they got it done. She was concerned that our equipment would have caused a traffic issue when the busses and parents began picking up the kids.

From: Margaret Sparr
Sent: Wednesday, October 15, 2014 9:28 AM
To: Karen Richey
Subject: RE:

I think I have a lot to learn from you! That is awesome, now I just need to learn.... I have a 3pm meeting today with Dave and Jon for status on this. If you have time today or tomorrow for me to come over I am ready to learn how to create these charts/graphs. It would need to be after 10am though.

You are the greatest hidden secret (but not for long!)

From: Margie Cleveland
Sent: Wednesday, February 26, 2014 5:10 PM
To: Karen Richey
Subject: RE: Storm Sewer

Thanks Karen! Thank you also for your help with Beach School.

Margie

From: Carolyn Nesterowicz
[mailto:mrsocpn@yahoo.com]
Sent: Tuesday, April 08, 2014 9:06 PM
To: Gary Gramhofer
Subject: Re: New request received

I would like to thank you for expediting our requests to fix the street lamp. We appreciate your follow up.

Carolyn and Mike Nesterowicz

At the committee meeting last night Trustee Husk said he was talking to some residents and they complimented Public Works on our snowplowing. He said they traveled to other towns and our roads were always better maintained.

THANK YOU!!

From: Monica Marr
Sent: Friday, January 24, 2014 10:57 AM
To: Karen Richey
Cc: Sara Olsen
Subject: RE: PW Website

Thank you Karen.

Not sure if Gary had a chance to pass it on to you. (and you are already doing it! J).

But we are asking each department to choose one day a week and check the village home page and their department pages, docs, etc.

so we can keep everything up to date and see problems (like this!)

Thank you so much, You have been such a help in this website process,

Monica

From: Margaret Sparr
Sent: Friday, January 03, 2014 9:07 AM
To: Gary Gramhofer; Grant Wollert; Randy Abbott
Cc: Denise Schotanus; Karen Richey
Subject: Plowing

Have heard that at your Monday morning meetings there is something like an adda boy! recognition. I would like to have a message relayed to all of the PW staff at the next meeting, once again PW has done an awesome job clearing the roads and working endless hours to keep us all as safe as possible. These comments have come in from residents, contractors and my staff as to how well you guys have done your jobs and I wanted to pass along what I have been hearing so you all know your hard work and tireless efforts have not gone unnoticed. Thank you all!

From: Denise Schotanus
Sent: Monday, February 03, 2014 2:34 PM
To: Grant Wollert
Cc: Karen Richey; Gary Gramhofer; Randy Abbott
Subject: 520 PHEASANT

William from 520 Pheasant Ct. called because he had no water and he thought a pipe was cracked and wanted us to get a read, Bill went out and advised him pipes are ok not cracked and outside remote is ok and gave him the read. Bill just left and his water came on, he could not thank us enough myself (Denise) for being so kind to him on the phone and getting someone out there and for Bill getting his read and explaining things to him. He called Bill his Lucky Rabbit's Foot because Bill just left and the water came on.

From: Denise Schotanus
Sent: Wednesday, January 08, 2014 2:35 PM
To: Randy Abbott
Cc: Gary Gramhofer; Grant Wollert; Karen Richey
Subject: THANK YOU

Today Wednesday the 8th of January Mrs. Janet Mills from 1426 Brentwood 546-9351 called to say thank you to the man driving the snow plow truck that seen her getting her mail and garbage can from across the street and seen she was having a little bit of difficulty because she uses a cane, he stopped and was so kind and asked her if she needed help. She said it was so nice to have someone that cared enough to stop and ask. She has lived in the Village since 1956. Upon check checking with Randy he said it was Kevin Staterler.

From: Tom Finnegan
Sent: Tuesday, August 26, 2014 7:06 AM
To: Gary Gramhofer
Subject: TV Tower

Many thanks for the fine job your crew did removing the tower. When I got home from the office yesterday it had already been removed. I appreciate the promptness and professional way it was done.

Thanks again, Tom Finnegan

From: David Hare
Sent: Wednesday, October 08, 2014 10:15 AM
To: Gary Gramhofer
Subject: Criminal Defacement

During Chuck's inspection of the Metra lot he found graffiti in the North Shelter. He called us for the report.

I was curious this morning so I went over to look at the defacement and it is already clean. In fact you can't even tell it was there. Whoever cleaned it on your side of the house did an excellent job. They make us all look good.