



MANAGER'S REPORT FOR MAY 27, 2011
GENERAL INFORMATION AND RESPONSES TO MAYOR & COMMISSIONER REQUESTS

Places to be this Week...

No Village Council Meeting this week

Future Calendar Reminders...

Long Range Financial Plan Meetings – This year's LRFP meetings will take place in the Village Hall Committee Room on the following dates:

Tuesday, June 28, 2011 at 6:30pm

Tuesday, July 26, 2011 at 6:30pm

Tuesday, August 23, 2011 at 6:30pm

Tuesday, August 30, 2011 at 6:30pm (if necessary)

FY12 Budget Workshop – Saturday, October 1, 2011 at Fire Station 2. Time TBD.

Comprehensive Plan - The Plan Commission completed their review and discussion of the Comprehensive Plan. The PC voted unanimously to approve the plan. A hard copy of the draft Comprehensive Plan will be delivered to your house today (Friday). The Village Council will review and discuss the plan during a special meeting to be held on Tuesday, June 14, 2011 in the Committee Room immediately following the regularly scheduled Council meeting. The agenda for the regular Council meeting will be kept to a minimum (no active agenda or first reading agenda items). Village staff and the consultant will present the draft Plan for Council review and consideration.

FY2012 Budget Workshop – As part of the budget preparation process, staff has created a schedule of important dates and deadlines. The annual budget workshop is scheduled for October 1, 2011, with a first reading of the budget scheduled for the 10/11/11 Village Council meeting.

FEMA Flood Insurance Rating – Earlier this month, the Village received notice that its community rating for the National Flood Insurance Program improved from a Class 8 to a Class 7, which results in a better discount for flood insurance for properties located within the floodplain. The improved rating is a result of the Village meeting regulatory and building code standards. The FEMA letter is provided as an attachment.

Storm Recap - The Village of Downers Grove received approximately 2.5 inches of rain beginning Wednesday, May 25 and ending Thursday May 26th. This event resulted in very minor street flooding, primarily due to inlets clogged with leaves and other debris. Public Works staff was deployed throughout the Village to clear inlets and restore proper drainage. Street flooding quickly subsided and the overall storm event resulted in very few calls for service from the public.

Public Works Open House - The Public Works Department hosted its annual Open House on Friday, May 20th, which was attended by approximately 220 residents. Equipment and displays about public works operations were featured with representatives from the Willowbrook Wildlife Center and JULIE also presenting information. A new feature of the Open House this year was the Green Guide Challenge. Kids were encouraged to complete the attached questionnaire about sustainable public works operations by visiting the displays and

finding the information. One winner will be randomly drawn from several questionnaires that were returned with just one mistake, and that child will ride in the public works truck for the 4th of July parade.

Neighborhood Meeting - Lacey Creek (Sub D), 39th St., West of Saratoga, SW-075

A second neighborhood meeting for the area of 39th Street and Candlewood Court was held on Monday, May 23rd, 2011 at 6:30pm at the Public Works Facility. The meeting was attended by one resident who has experienced significant structural flooding in the past. Additional input was collected and will be used to finalize the conceptual design. An engineering consultant is working on a final report for the project. The report is scheduled to be submitted for Village review during the first week of June.

ONGOING PROJECTS

Belmont Underpass

Work Performed This Week:

- Installed bracing, excavated, and pile driving for east abutment of RR Bridge.
- Framed and placed concrete for east abutment footing of RR Bridge.
- Drove piles for west abutment of RR Bridge.
- Framed and placed concrete for pedestrian tunnel footings and backfilled footing and prepared for precast tunnel.
- Backfilled and prepared for precast panels for south boarding platform.
- Formed highway bridge deck and installed shear studs.
- Braced excavation and pile driving of stairwells.
- Framed, reinforced and placed concrete for pump station.
- Continued excavation of Belmont Road and proposed northwest entrance/exit ramp north of RR Tracks.
- Framed and placed concrete for curb and gutter on Burlington Avenue.

Work Planned For Next Week:

- Frame and place concrete for east abutment footing of RR Bridge.
- Drive piles for west abutment of RR Bridge.
- Frame and place concrete for west abutment footing of RR Bridge.
- Backfill footing for precast tunnel and prepare for precast tunnel.
- Set and waterproof precast tunnel segments.
- Set precast panels for south boarding platform.
- Reinforce and place concrete for highway bridge deck.
- Drive piles for stairwells.
- Place concrete for pump station.
- Set structural steel for pedestrian tunnel north canopy.
- Excavation of Belmont Road and proposed northwest entrance/exit ramp north of RR Tracks.

Percent Complete: 47%

Information is provided on the Village's and Metra's web sites.

2010 Resurfacing (B) Phase 2

Awarded Amount: \$1,843,543.38

Contract Completion Date: Portion postponed until spring 2011

Work Performed This Week:

Concrete curb, apron and sidewalk removal and replacement operations completed on the south side of 5th & 6th Streets week of 5/23.

Work Anticipated Next Week:

- Asphalt driveway aprons should be replaced on the south side of 5th & 6th Streets 5/27 or the week of 5/30. This work was delayed by inclement weather.
- Backfilling behind the new curbs on the south side of 5th and 6th Streets may begin 5/27 or the week of 5/30. This work was delayed by inclement weather.
- Grinding / milling off the existing asphalt pavement surface should take place the week of 5/30.
- Patching of the existing pavement base may begin the week of 5/30.
- Final parkway preparation and start of sod placement may begin on 7th St, 8th St and 55th Place the week of 5/30.

Percent Complete 90%

2011 Roadway Maintenance Program, Street Resurfacing (A) Phase 1

Awarded Amount: \$1,832,424.50

Contract Completion Date: 8/5/11

Anticipated Start of Construction: Early June, 2011

Work Performed This Week:

Some field layout / marking beginning.

Work Anticipated Next Week:

Field layout and marking to continue. Some saw cut of concrete curbs etc may begin the week of 5/30 in the Sherman/Prospect area and the Franklin Street area.

- Percent Complete 1%

2011 Roadway Maintenance Program, Street Resurfacing (B) Phase 2

Advertise Date: 5/2/11

Bid Opening Date: 5/16/11

Anticipated Start of Construction: August, 2011

Scheduled for first Council reading on 6/7/2011.

2011 Preventive Seal

Awarded Amount: \$153,000.00

Contract Completion Date: July 2011

Anticipated Start of Construction: Early June, 2011

Duration of the project is 45 days

2011 Sidewalk Program

This project was approved and awarded at the May 17th Council meeting. Work is scheduled to start in early June.

2011 Replacement Sidewalk Program (S-006-11 & S-006-12)

Two contracts were advertised on May 18th. Contract S-006-11 for removal and replacement of sidewalk and Contract S-006-12 for saw cutting of sidewalk. Bid openings are scheduled for June 1st and start of construction for early July. The duration of each project is 30 days.

2011 Paver Crosswalk Upgrades (S-007-11)

The contract was advertised on May 18th with bid opening scheduled for June 1st and start of construction for early July. Nineteen (19) crosswalks within the Downtown Business District are scheduled to be rehabilitated by a method using hot-applied synthetic asphalt material. The duration of the project is 25 days.

McCollum Park Stormwater Improvements

Current Contract Amount: \$1,250,204.53

Project is Substantially Complete

Current Contractual Punch List Completion Date: May 31, 2011

Work Performed This Week:

The contractor continues work on punch list and turf maintenance items with an anticipated completion May 31st. An inspection by the Village and Downers Grove Park District will be scheduled upon completion of the work.

Work Anticipated Next Week:

Turf maintenance work.

Maple/BNSF Railroad Grade Reduction

The project was approved and awarded at the May 17th Council meeting. Work is scheduled to start the week of June 6th and be completed by the end of July.

2010 Water Main Improvements

Paving, restoration, and punch list work is scheduled to begin next week and should be completed in two weeks. Notices to residents were mailed.

Street Light Replacement, Concord Square II

Project bid opening was May 16th and is on the Council agenda for June 7th and an award on June 14th. Construction to start this summer.

2nd and Cumnor

Bid advertisement anticipated for the beginning of June, with construction projected to begin in late July or early August. Relocation of the existing ComEd utility poles anticipated for the middle of June.

Work to Be Performed This Week

The existing homes will be utilized by the police department and fire department throughout the month of May to perform training exercises.

Storm Sewer Replacement on Washington St, Grant to Ogden

In-house design is underway. Staff is exploring trenchless technologies to reduce construction impact, construction time and cost. A neighborhood meeting was held April 21, 2011 and bid advertisement anticipated for early June.

Washington Park Stormwater Improvements

Current Contract Amount: \$3,055,860.23

Project is Substantially Complete

Current Punch List Completion Date: May 31, 2011

Work Performed This Week:

Continue to work on punch-list items

Work Anticipated Next Week:

Complete punch-list items.

Miscellaneous:

Village staff directed the contractor to perform a few extra items involving ornamental fencing and railings that were requested by the Park District. These items should be completed by the middle of June 2011. The precast concrete pedestal for the decorative iron fountain bowl has formed a crack on two sides. Staff has directed the contractor to replace the pedestal, which is under warranty, at no cost to the Village. The pedestal is expected to be replaced in June 2011.

- Percent Complete (per contract): 100%

Washington Street/Sherman Street Stormwater Improvements

Current Contract Amount: \$547,159.12

Contract Completion Date: December 19, 2010

Work to be Performed Spring 2011:

Grade and restore parkways near new inlets on Sherman between Fairview and Douglas
Restore asphalt patch for manhole placed late 2010 near Sherman and Prospect

- Percent Complete: 90%

SJN Sub B, Storm Sewer on Pershing Ave

In-house design complete. A neighborhood meeting was held April 18, 2011.

Project was advertised on May 25, 2011, with a Bid Opening is scheduled for June 6, 2011.

Davis St Storm Sewer

In-house design underway. A neighborhood meeting was held on May 18, 2011.

Bid advertisement anticipated for June 2011.

Lacey Creek (Sub G) Stormwater Improvements - 35th St between Saratoga and Venard

Design underway. Final Report and Construction Plans due June 2011.

Lacey Creek Streambank Stabilization

Contract Amount: \$561,200.00

Vegetative restoration has been completed for all affected residential properties as well as the large common area south of Barneswood Drive. An ongoing vegetative maintenance and monitoring program will continue over the next 3 years.

- Percent Complete: 100%

Green Streets/Sustainable Water Program and Downtown Business District Water Quality Enhancements

Design contract amount \$26,397.80

Data collection continues with the intent of drafting exhibits within the next week. Site topography will be collected within the next week with stormwater modeling to follow.

Streambank Stabilization - St. Joseph North Branch

Design/Build contract amount \$298,719.00

Pre-application meetings are being set up to conceptually discuss the project with permitting agencies.

Preliminary design has begun and will be completed as needed for the pre-application meetings. A neighborhood meeting was held to introduce the project to area residents and gather information/feedback prior to beginning design. Preliminary design plans are expected to be complete at the end of May.

59th Street Streambank Stabilization

Contract amount \$18,249.50

Vegetative "plugs" were installed this week, which completes the vegetative restoration required for this project. Three years of vegetative maintenance and monitoring will continue to be performed through 2013.

- Percent Complete: 100%

Prentiss Creek Sub E – Kensington Place

Kickoff meeting for Concept Design with design consultant, Living Waters Consultants completed 5/6/11.

Completed concept design report anticipated for middle of July.

Storm Sewer Replacement on Washington St, Grant to Ogden

In-house design underway. Bid advertisement anticipated for early June.

Storm Rehabilitation Project - Prospect Avenue Lincoln to Chicago

Bid opening for this project was held on May 23, 2011.

Anticipated award date: June 7, 2011.

Project to be constructed in June/July 2011.

Improvements include rehabilitation of the existing storm sewer on Prospect with Cure-in-Place-Pipe, trenchless sewer relining.

ATTACHMENTS

FEMA Community Rating letter

PACE Ridership Report

Public Works Green Guide Challenge



FEMA

MAY 16 2011

David Fieldman
Downers Grove Village Manager
801 Burlington Avenue
Downers Grove, Illinois 60515

Dear Mr. Fieldman:

Congratulations! The Department of Homeland Security, Federal Emergency Management Agency (FEMA), has determined that your community will increase to a Class 7 in the National Flood Insurance Program (NFIP) Community Rating System (CRS). The floodplain management activities implemented by your community qualifies it for a 15 percent discount in the premium cost of flood insurance for NFIP policies issued or renewed in Special Flood Hazard Areas on or after May 1, 2011. This increase is based on a field verification of your five-year cycle CRS application. I am enclosing the field verification report showing the results of your application review for your records.

Please note Preferred Risk Policies, applicable in Zones B, C, and X, on your community's NFIP Flood Insurance Rate Map are not eligible for the CRS discount. Standard rated flood insurance policies in Zones B, C, X, D, AR, and A99 are limited to a CRS discount of ten percent in Class 1-6 communities and five percent in Class 7-9 communities. The rates for these zones already reflect significant premium reductions.

If there are no NFIP noncompliance actions, the CRS rating for your community will automatically be renewed annually and a notification letter will not be sent to your community. This renewal will occur as long as your community continues to implement the CRS activities you certify each October. If no additional modifications or new CRS activities are added, the next verification visit for your community will be in accordance with its established five-year cycle or three-year cycle for CRS Class 5 or better communities. In the interim, FEMA will periodically send the *NFIP/CRS Update* Newsletter and other notices to your CRS Coordinator to keep your community informed.

I commend you on your community actions and your determination to lead your community to be more disaster resistant. This commitment enhances public safety, property protection, and protects the natural functions of floodplains, and reduces flood insurance premiums.

If you have any questions or need additional information, please contact the FEMA Region V Office, CRS Coordinator, John Devine, by telephone at (312) 408-5568.

Sincerely,

A handwritten signature in black ink, appearing to read "Sandra K. Knight".

Sandra K. Knight, PhD, PE
Deputy Federal Insurance and
Mitigation Administrator, Mitigation

Enclosure

cc: Michael D. Millette, P.E., CRS Coordinator



COMMUNITY
RATING
SYSTEM

VERIFICATION
REPORT

Village of Downers Grove, IL

Verified Class 7

NFIP Number: 170204

Modification

Date of Verification Visit: November 8, 2010

This Verification Report is provided to explain the recommendations of Insurance Services Office, Inc. (ISO) to DHS/FEMA concerning credits under the Community Rating System (CRS) for the above named community. The modified activity elements are shown in bold text within the activity statement.

A total of 49 credit points are verified for this modification. Along with the 1852 points previously verified, the community now has a total of 1901 credit points. This modification results in a recommendation that the community improve from a CRS Class 8 to a CRS Class 7. The community has met the Class 7 prerequisite with a Building Code Effectiveness Grading Schedule (BCEGS) Classification of 4/4. The following is a summary of our findings based on the submitted modification with the total modified points noted in parenthesis:

Activity 310 – Elevation Certificates: The Building Department maintains elevation certificates for new and substantially improved buildings. Copies of elevation certificates are made available upon request. (56 points)

Activity 320 – Map Information Service: Credit is provided for furnishing inquirers with flood zone information from the community's latest Flood Insurance Rate Map (FIRM), publicizing the service annually and maintaining records. (140 points)

Activity 330 – Outreach Projects: A community newsletter is mailed to all properties in the community on a quarterly basis. (12 points)

Activity 340 – Hazard Disclosure: Credit is provided for the Illinois law requiring sellers to disclose flooding problems to prospective buyers. Credit is also provided for Illinois law which requires that all plats located in a Special Flood Hazard Area (SFHA) must have the SFHA shown on the final plat. (10 points)

Activity 350 – Flood Protection Information: Documents relating to floodplain management are available in the reference section of the Downers Grove Public Library. (15 points)

Activity 360 – Flood Protection Assistance: The community provides technical advice and assistance to interested property owners and annually publicizes the service. (35 points)

Activity 410 – Additional Flood Data: Credit is provided for conducting and adopting flood studies for areas not included on the FIRMs and that exceed minimum mapping standards. Credit is also provided for a cooperating technical partnership agreement with FEMA. (186 points)

Activity 420 – Open Space Preservation: Credit is provided for preserving approximately 57 percent of the SFHA as open space. (407 points)

Activity 430 – Higher Regulatory Standards: Credit is provided for enforcing regulations that require freeboard for new and substantial improvement construction, protection of floodplain storage capacity, protection of natural and beneficial functions, all structures other than buildings to meet their freeboard criteria and state mandated regulatory standards. Credit is also provided for the adoption and implementation of the Illinois Plumbing Code and for staff education and certification as a floodplain manager. (310 points)

Activity 440 – Flood Data Maintenance: Credit is provided for maintaining and using digitized maps in the day to day management of the floodplain. Credit is also provided for maintaining copies of all previous FIRMs and Flood Insurance Study Reports. (106 points)

Activity 450 – Stormwater Management: The community enforces regulations for stormwater management, freeboard in non-SFHA zones, soil and erosion control, and water quality. (302 points)

Section 502 – Repetitive Loss Category: Based on the updates made to the NFIP Report of Repetitive Losses as of June 30, 2007, the Village of Downers Grove has 4 repetitive loss properties and is a Category B community for CRS purposes. All requirements for a Category B community have been met. (No credit points are applicable to this section)

Activity 520 – Acquisition and Relocation: Credit is provided for acquiring and relocating buildings from the community's flood hazard area. (25 points)

Activity 540 – Drainage System Maintenance: Portions of the community's drainage system are inspected regularly throughout the year and maintenance is performed as needed by the Public Works Department. Records are being maintained for both inspections and required maintenance. Credit is also provided for an ongoing Capital Improvements Program. (238 points)

Activity 630 – Dam Safety: All Illinois communities currently receive CRS credit for the state's dam safety program. (59 points)

Attached is the Community Calculations Worksheet that lists the verified credit points for the Community Rating System.

CEO Name / Address:

David Fieldman
Village Manager
801 Burlington Avenue
Downers Grove, Illinois 60515

CRS Coordinator Name / Address:

Michael D. Millette
Village Engineer
801 Burlington Avenue
Downers Grove, Illinois 60515
630-434-5941

Date Report Prepared: November 14, 2010

720m COMMUNITY CREDIT CALCULATIONS (Modification) :

CALCULATION SECTION :

Verified Activity Calculations

Previous Score		Modified Score		Current Credit		Activity Total	
c310	56	c310		c310	56		56
c320	140	c320		c320	140		140
c330	12	c330		c330	12		12
c340	10	c340		c340	10		10
c350	15	c350		c350	15		15
c360	35	c360		c360	35		35
c410	172	c410		c410	172	x CGA 1.08	= 186
c420	377	c420		c420	377	x CGA 1.08	= 407
c430	242	c430	287	c430	287	x CGA 1.08	= 310
c440	98	c440		c440	98	x CGA 1.08	= 106
c450	280	c450		c450	280	x CGA 1.08	= 302
c510		c510		c510			
c520	25	c520		c520	25		25
c530		c530		c530			
c540	238	c540		c540	238		238
c610		c610		c610			
c620		c620		c620			
c630	59	c630		c630	59		59

722 Community Classification Calculation:

cT = total of above

cT = 1901

Community Classification (from Appendix C):

Class = 7

CEO Name/Address:

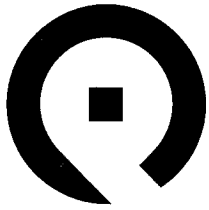
David Fieldman
 Village Manager
 801 Burlington Avenue
 Downers Grove, Illinois 60515

CRS Coordinator Name/Address:

Michael D. Millette, P.E.
 Village Engineer
 801 Burlington Avenue
 Downers Grove, Illinois 60515
 630-434-5941

Date Report Prepared: November 14, 2010

AW-720M



pace

A Fresh Approach To Public Transportation

Thomas J. Ross
Executive Director

May 20, 2011

Honorable Martin Tully
Mayor
Village of Downers Grove
801 Burlington Ave.
Downers Grove, IL 60515

RE: April 2011 Pace Ridership Report

Dear Mayor Tully:

Attached please find the April 2011 Pace Ridership Report. Each route is measured by benchmarks which indicate the overall health of the route.

My contact information is (847) 863.6108 or christine.rose@pacebus.com

Thank you again for your continued support.

Sincerely,

Christine M. Rose
Community Relations Representative

Attachment

Downers Grove Performance Indicators

<u>Route</u>		Performance data from 1st Quarter 2011		
		April 2011 <u>Ave Daily Ridership</u>	<u>Subsidy per Rider</u>	<u>Recovery Ratio</u>
461	Wk	45	\$0.34	90.0%
462	Wk	100	\$0.34	90.0%
463	Wk	99	\$0.32	90.0%
464	Wk	60	\$0.33	90.0%
661	Wk	48	\$3.94	29.1%
715	Wk	535	\$4.43	18.3%
834	Wk	841	\$4.13	20.0%
	Sat	325	\$3.96	29.3%
877	Wk	145	\$13.06	8.5%
888	Wk	89	\$8.06	14.5%

Indicators highlighted have not met the standard.

Ridership: Average daily one way trips

Subsidy per Rider:

The cost to Pace for each rider on a route. This is a traditional standard used in the transit industry. The system average subsidy for a weekday route is \$2.49, while the average on a weekend route is \$2.31. The maximum subsidy allowed is \$4.00 as recommended to Pace by a financial consultant.

Recovery Ratio:

The percentage of operating costs covered by passenger revenue. The minimum recovery ratio is 18% which is a Pace management standard. This represents half of the RTA's mandated 36% system wide recovery ratio for Pace.



GREEN GUIDE CHALLENGE



Signed off by: _____

Get the answers to the following questions from our staff as you tour the Public Works Facility. Turn in your completed sheet to the check-in area before you leave.

One winner will be selected from all completed and correct entries to ride in a Public Works vehicle in the July 4 Parade!!

Your Name: _____

Parent or Guardian Name: _____

Name of your school: _____

Best way to contact you:

Phone number: _____

Email: _____

The Village has made many green choices to deliver services and help preserve the environment.

GEOMELT®55 Concentrate is a non-chloride “green” organic salt that is made from sugar beet juice. Use of this product reduces the amount of road salt used in the winter storm.

1. How many tons of treated salt were used for the 2010-2011 snow season? _____ (4000 tons)

In 2010, a hybrid streetlight system that runs on a combination of solar and wind power was installed in the Prentiss Creek subdivision.

2. How many days of reserve power are stored in the batteries? _____ (2-1/2 days)

The Village recently changed the lighting system in the Public Works Garage.

3. The new lights will use _____% less energy than the old system. (65%)

4. The environmental impact of the new lights at Public works is the same as planting how many acres of trees?

_____ (8 acres)

Continued on back

The Village uses a variety of alternative fuels (other than gas or diesel) to operate its fleet of vehicles and equipment. How many pieces are fueled by:

5. Bio-Diesel B-20? _____ (89 vehicles)

Continued on back

- 6. **Compressed Natural Gas (CNG)? _____ (35 vehicles)**
- 7. **Ethanol (E-85) _____ (16 vehicles)**
- 8. **Hybrid Power _____ (2 vehicles)**
- 9. **Propane _____ (3)**
- 10. **Solar Power _____ (6)**

Water Conservation practices help the Village save water for times of emergency or drought.

- 11. **How many water towers are in the Village? _____ (7 water towers)**
- 12. **On average, how many million gallons of water are used in the Village each day? _____ (5,404,000 gallons)**
- 13. **Outdoor water restrictions are in effect for residents of Downers Grove each year between May 15 and _____ (month and date.) (September 15)**

Trees are an important part of our community and increase our quality of life by bringing natural elements and wildlife habitats into urban settings. They provide oxygen, improve air quality, conserve water and preserve soil.

- 14. **The Village maintains and cares for how many parkway trees? _____ (23,514)**
- 15. **What does EAB stand for? _____ (Emerald Ash Borer)**
- 16. **What type of native planting for water quality in our storm water projects do we use? _____ (Prairies and wetlands)**

Congratulations!

You're now a Downers Grove GREEN GUIDE!

