

PUBLIC WORKS OPERATIONS – GENERAL FUND

The Operations – General Fund budget consists of Operational Maintenance of Village owned Rights-of-Way (ROW) and include such items as maintenance of our streets and roadways, sidewalks, storm sewer system, signs, streetlights, landscaping, and Central Business District (CBD) appearance. This section of the budget also includes the maintenance of our urban forest. Some of the everyday activities performed under the Operations Division qualify for Illinois Department of Transportation reimbursement through the Motor Fuel Tax (MFT) Program. These tasks are monitored and documented for inclusion in yearly MFT Resolutions to qualify for the MFT funding.

Street and roadway activities include the maintenance of 86 lane miles of roadway. Responsibilities include: Maintenance of streets, curbs, signs and pavement markings, snow and ice management, the sidewalk improvement program, contracted line striping and pavement crack sealing programs, street sweeping, parking meter maintenance, parking lot and street light maintenance in the CBD and other areas and flowers in the CBD. Operations also serves in a support role for special events such as the Taste of Glen Ellyn, Fourth of July Parade, Jazz Fest, and the Holiday Walk.

Forestry activities include the maintenance of more than 15,500 trees on parkways and on Village-owned green space. The Village Forester is responsible for the implementation and oversight of Comprehensive Forestry Management Program which includes: annual winter pruning, tree removal and stump grinding, landscape maintenance, service request inquiry, organization of the annual Arbor Day Celebration, Parkway Reforestation Programs and oversight of the Tree Preservation Ordinance. The Village Forester and select team members from Operations also participate in a number of community activities by providing informational talks to garden clubs and grade schools, participating with volunteers in neighborhood beautification projects. Daily operations consist of tree planting, tree pruning, tree removals, cabling and annual cable inspection, stump grinding, and performing a variety of tree related service requests.

Our certified arborists are very knowledgeable at inspecting Village trees for insect and disease concerns. These include inspecting for the most threatening disease and insects: Dutch Elm and Oak Wilt disease, gypsy moth and Emerald Ash Borer (EAB) insects. An Administration team member, along with the Village Forester updates and manages a computerized tree inventory program.

Operations – General Fund Accomplishments for FY10/11

1. Central Business District improvements –
 - a. Twenty-five single hoop bike racks were installed throughout the Central

Business District. (This is in addition to the 17 installed in 2009 in cooperation with a DuPage County bike rack project.)

- b. Staff contracted masonry work in the CBD for damage repair of the Horse Trough bed at Main and Crescent (twice), the Flower Clock wall, the Village Sign wall and Firehouse #1 planting bed wall.
 - c. Installed two new recycling trash cans at the Metra Train Station.
2. Upgraded 125 of the 550 concrete street marker posts in town using retro-reflective sign materials in place of paint. This is done in an effort to increase the visibility of the street names for emergency responders and reduce maintenance by eliminating the need for annual painting. **100%** complete.
3. Operations assisted in 29 special events throughout the Village.
4. The Taylor St. underpass traffic signal box was fitted with a generator hook up. This gives emergency response personnel the ability to keep the signal functioning during power outages to ensure a valid railway crossing at all times in the Village. All Operations personnel were trained on this procedure.
5. Operations continued to focus on a program to bring all traffic signs into compliance with the current State of Illinois traffic sign code. Work included installing new signposts and sign faces on Village of Glen Ellyn streets that were paved during the during the 2009-2010 construction season.
6. Operations completed a yearly in-house pavement assessment with Engineering. This clearly defined and prioritized efforts in addressing and maintaining roadways. Roads were categorized one of the following: outside contractor for skip paving, in-house paving, or in-house patching. This assessment focused Operations on the areas within our capabilities needing the most attention. 2010 asphalt ton totals remained consistent with 2009 which saw an 80% increase in the total tons of asphalt used in road repairs, approximately 380 tons.
7. Operations continued managing the mailbox compliance project. This project was implemented in 2008 to deal with the 1400+ roadside mailboxes in Glen Ellyn. The project's purpose is to remove Village culpability from snow removal damage to non-compliant mailboxes that had previous notification. The 2010 mailbox evaluation revealed 125 newly compliant and 105 newly non-compliant mailboxes. Currently, over 40% of roadside mailboxes are non-compliant.
8. Operations dealt with three major storms that came through Glen Ellyn. The first was a strong wind event on Friday, June 18th. Although only 1" of rain fell, there was extensive tree damage that kept Operations crews working all weekend. During the following week, Public Works chipped all tree brush brought to the

curb north of Hill Ave. On Wednesday, June 23rd, another storm dumped 2" of rain with 1.75" falling in a 1 hour period. Public Works estimated that it spent \$17,750 in OT labor, materials and vehicle use during these two events. The third event occurred on July 23-24 bringing 6.45" of rain to Glen Ellyn over a 9 hour period. Operations responded to 115 issues dealing with flooding, including the overflow of Lake Ellyn. Public Works estimated that it spent \$10,000 in OT labor, materials and vehicle use during this event. None of these events qualified for reimbursement through IEMA or FEMA.

9. Although there was an 8.5% increase in this year's number of Street/Forestry work orders, Operations closed out 97% of the 1365 work orders in 2010. This represents an additional 107 work orders while maintaining the same percentage of closed work orders as 2009.
10. The sump pump project continued addressing water discharged into public ROW. Public Works took the lead in listing the sites, taking pictures of the problem, and sending letters to residents explaining the problem, offering solution options, and setting resolution dates. Eighty-six sump pump issues have been identified with sixteen resolved and Public Works continuing to dialogue with nineteen residents seeking solutions to the issue.
11. In the yearly cyclical winter tree pruning program, Operations is responsible for pruning all trees 6" DBH and under in the working zone. This year zone E was cut in half to reduce contracted budget expenses; Operations increased their DBH limit from 6" to 9" to further reduce budget expenses. This added 202 trees to the total number of trees pruned in-house. Another 200 trees 9" DBH and under were added from the second half of Zone E as Operations was ahead of schedule with pruning.
12. Operations attempts to have all stumps ground within 6 weeks from May – October, with no outstanding stumps carrying over into winter. This change reduces the depth of the stump grinding which balances future tree planting opportunities with the extensiveness of the stump grinding process. Operations averaged 6.25 weeks between the four stump grinding events during this 6 month period.
13. In-house forestry work included the removal of over 368 stumps, completion of over 688 tree related work orders, performed 359 tree removals (260% due to 198 ash removals), and pruned approximately 787 parkway trees.
14. Our contractor removed 79 trees through our regular removal program, 102 through the Ash Reduction Program and approximately 90 stumps were removed.
15. The contractor completed pruning in Zone E with approximately 575 trees being

pruned during our annual winter pruning program.

16. The Village Forester responded to over 750 Forestry Service requests.
17. The Village received the Tree City USA award for the 26th year in a row. For our Arbor Day celebration, we planted a weeping crabapple in the Summerdale Roundabout with Boy Scout Troup 41.
18. Planted 112 trees through the Reforestation Program.
19. The Village Forester in conjunction with the Environmental Commission held an Educational Seminar at the Glen Ellyn Civic Center. This seminar focused on “Our Community Forest – What it’s Worth and how to Make it Work for You”.
20. We continued trapping for gypsy moths throughout the Village in addition to adding an egg mass survey to our Gypsy Moth monitoring efforts. The data that was collected showed high levels of infestation in the “woods” area and continued spread throughout the Village.
21. Developed and proposed an EAB Management Plan for Village Board review which was approved in May 2010. As part of this program we performed EAB inspections on all 1900+ Village parkway trees. 102 trees were identified for removal through this program and approximately 450 trees were treated for control of EAB. Village staff applied chemical control to approximately 200 parkway ash and approximately 250 trees were treated by a contractor. The Village was fortunate to be chosen to receive free chemical treatment for a period of five years on 250 parkway trees. This treatment is through the Legacy Tree Project. We also located all trees that are being treated on our GPS system.
22. The Village Forester participated in the Midwest Urban Tree Care Forum which introduces college students to the many facets of urban forestry.

Operations – General Fund Goals for FY11/12

1. Continue to identify and remove infested ash trees based on the guidelines identified in the EAB Management Program. Village Staff will continue to chemically treat 200 ash trees to help control EAB.
2. Provide one Tree Education Seminar to the Public.
3. Continue to monitor for gypsy moth and provide a management plan for the upcoming year.
4. Convert our tree inventory into the I-tree data base and provide a report on the findings.

5. Re-stripe and re-number the Duane/Lorraine commuter lot.
6. Continue a five-year program to convert the remaining 25 benches in the Central Business District from wood/recycled material to all metal for reduced long-term maintenance costs. **(deferred)**
7. Pressure-wash all remaining wood benches in the Village.
8. Install 8 single hoop bike racks on a new concrete pad provided by Union Pacific in conjunction with their installation of a pedestrian diverter at Park and Crescent (bike racks purchased through a DuPage County bike rack program). This will complete the installation of 46 single hoop bike racks in the CBD.
9. Create a new inventory of street signs including sign retroreflectivity as mandated by the MUTCD and Federal Highway Authority.
10. Re-evaluate salt purchasing procedures and determine most cost effective method for obtaining salt for future snow removal efforts.
11. Implement Work Director, Call Director and Sign View modules of the current Cartegraph software package.
12. Grind all tree stumps created by in-house removals between November 1st and April 30th by June 15th. Grind every tree stump created by in-house and contractor removals between May 1 and October 30th within 6 weeks.
13. Continue cross training employees in all aspects of Operations.
14. Continue to monitor, address and resolve the sump pump discharge issues throughout the Village.