



MANAGER'S REPORT FOR APRIL 28, 2017
GENERAL INFORMATION AND RESPONSES TO MAYOR & COMMISSIONER REQUESTS

Places to be this Week...

Village Council Meeting - The next Village Council meeting will be held on **May 2 at 7:00 p.m. in the Council Chambers** at Village Hall.

Future Calendar Reminders...

Village Council Meeting - The next Village Council meeting will be held on **May 9 at 7:00 p.m. in the Council Chambers** at Village Hall.

Roadway Maintenance Resurfacing Contract A

The attached notice was mailed to property owners within the area of the Roadway Maintenance Resurfacing Contract A last week. The referenced work will take place between the months of May and August. Construction updates are also available on the Village's web site by following this link:

<http://www.downers.us/construction-updates/2017-road-maintenance-program-contract-a>

Neighborhood Meeting for Stormwater Projects Conducted

A neighborhood meeting was held at Public Works on April 20th to discuss drainage improvements for Areas 8 and 17, Chase Avenue and Francisco, as identified in the 2014 Stormwater Project Analysis Report. Project limits for both locations are from Haddow Ave to Burlington Ave. The purpose of the meeting was to provide information about the proposed drainage improvements (currently at the 50% design stage), set expectations for the construction process, provide a rough timeline for the project and obtain feedback from residents. Village staff will continue to work with affected residents as construction plans are finalized. Construction is anticipated for later in 2017,

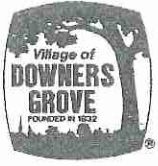
Financial Statements

March 2017 Financial Statements attached

Attachments

Notice to property owners

March 2017 Financial Statements



www.downers.us

COMMUNITY RESPONSE
CENTER
630.434.CALL (2255)

CIVIC CENTER
801 Burlington Avenue
Downers Grove
Illinois 60515-4782
630.434.5500
TDD 630.434.5511
FAX 630.434.5571

FIRE DEPARTMENT
ADMINISTRATION
5420 Main Street
Downers Grove
Illinois 60515-4834
630.434.5980
FAX 630.434.5998

POLICE DEPARTMENT
825 Burlington Avenue
Downers Grove
Illinois 60515-4783
630.434.5600
FAX 630.434.5690

PUBLIC WORKS
DEPARTMENT
5101 Walnut Avenue
Downers Grove
Illinois 60515-4046
630.434.5460
FAX 630.434.5495

April 19, 2017

Re: 2017 ROADWAY MAINTENANCE PROGRAM

Dear Resident / Business Proprietor,

As part of the Village's continuous roadway maintenance efforts, streets in your area are slated to be resurfaced. It is anticipated that this work will take place between early May and August of this year.

A list of affected streets is on the back of this letter. Please note the actual number of streets completed is subject to change, based on final construction costs.

More detailed information regarding the location, scheduling and scope of work will be provided to you when available. This type of work typically includes repairs to deteriorated pavement sections and repair / replacement of existing curbs and gutters where needed, in addition to new asphalt paving. Streets generally remain open to traffic during most of this activity.

Should you have any questions or concerns, please feel free to contact me at (630) 434-5488 or sbarr@downers.us. Additional information can also be obtained regarding *2017 Road Maintenance (Contract A)* on the Village website at www.downers.us under the heading "Construction Updates".

Sincerely,

Scott L. Barr
Project Engineer

VILLAGE OF DOWNERS GROVE

2017 ROADWAY MAINTENANCE PROGRAM
STREETS ESTIMATED TO BE RESURFACED
STREET RESURFACING (PHASE I)

STREET	FROM	TO
38TH ST	DILLON CT	E LIMITS
39TH ST	W. OF CUMNOR RD	E. OF WILLIAMS
39TH ST	FAIRVIEW AVE	FLORENCE AVE
BILTMORE RD	39TH ST	BRENTWOOD PL
BLODGETT AVE	RANDALL ST	MAPLE AVE
BRENTWOOD PL	BILTMORE RD	W. CUL DE SAC
BRYCE PL	W. END CUL DE SAC	SARATOGA AVE
DILLON CT	N. OF 38TH ST	S. OF 38TH ST
DOUGLAS RD	S. OF 41ST ST	39TH ST
DUNHAM RD	NORFOLK ST	63RD ST
ELMWOOD AVE	RANDALL ST	MAPLE AVE
FLORENCE AVE	OGDEN AVE	N END
FOXFIRE CT	W. END	CUMNOR RD
GREGORY PL	W. END CUL DE SAC	SARATOGA AVE
HERBERT ST	W. END CUL DE SAC	SCHOOL ST
HIGHLAND AVE	GRANT ST	OGDEN AVE
HILL ST	BLODGETT AVE	GRAND AVE
HILLCREST CT	RIDGEWOOD CIRCLE	E. CUL DE SACS
INDIANAPOLIS AVE	DOUGLAS RD	FAIRVIEW AVE
LINCOLN AVE	DOUGLAS RD	FAIRVIEW AVE
RIDGEWOOD CIR	DUNHAM RD	61ST ST
ROSEWOOD PL	31ST ST	S. END CUL DE SAC
SARATOGA AVE	VENARD RD	OAK HILL RD
SARATOGA AVE	35TH ST	39TH ST
SHERMAN ST	MAIN ST	HIGHLAND AVE

Marking Private Systems

What are private systems?

Often installed on private property, these are above or below ground systems such as buried electric wires (like invisible dog fences), sprinkler lines or heads, drain pipes, latent heat (typically under driveways or private walks), or gas lamp piping.

Private systems may be located in the public right-of-way (typically the area from the sidewalk to the street) only with Village permission. However, the property owner assumes all risk.

Who is responsible to mark systems?

You (or the property owner.) While marking of private systems is not required as it is with public utilities, the risk of damage will be reduced by having them clearly marked. If you know where systems are located, you can mark them yourself. If you do not know where they are located, call the contractor who installed and/or maintains your system for assistance.

The Village is not liable for any damage to private systems located within the public right-of-way.

Contractors will do their best not to cause damage to your private system. However, should repairs be necessary, the property owner is ultimately responsible.

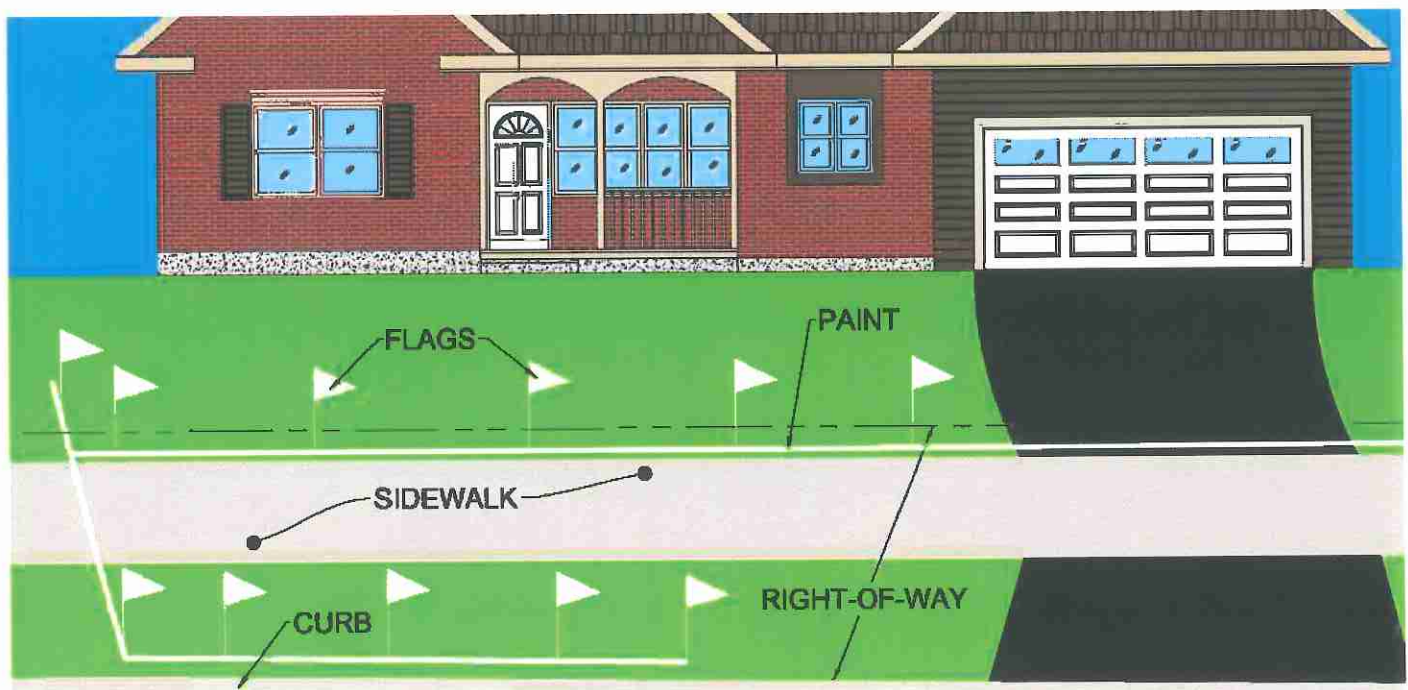
How should systems be marked?

Just prior to the start of construction, private systems should be identified with flags and marking paint, as shown in the picture below. These items can be purchased at your local home improvement store.

We also suggest you write on each flag with a permanent marker to indicate what is being marked. (e.g. “dog fence”, “sprinkler line”, or “sprinkler head”). Flags should be placed at all points in the system, such as valves and sprinkler heads, and at intervals along underground pipes or wires adequately spaced to give the contractor a good picture of where the facilities are located.

How far from the road do I need to mark systems?

To be safe, we recommend marking any systems within the entire right-of-way, and those within 5' of any sidewalk, curb, or driveway. If you have any questions, contact the Village's project manager, listed on your notification letter.

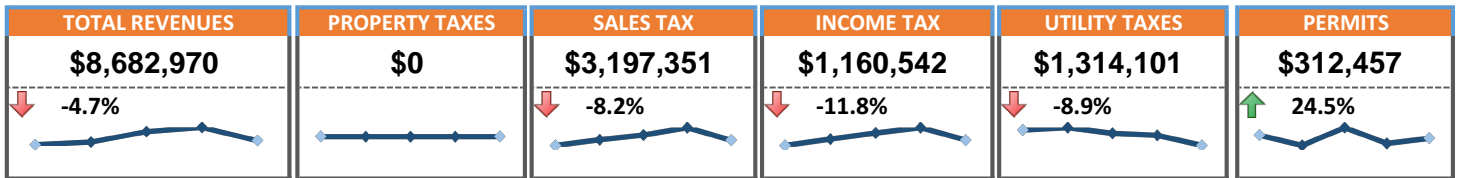


GENERAL FUND REVENUES-for the Three Months Ending 03/31/2017

HIGHLIGHTS

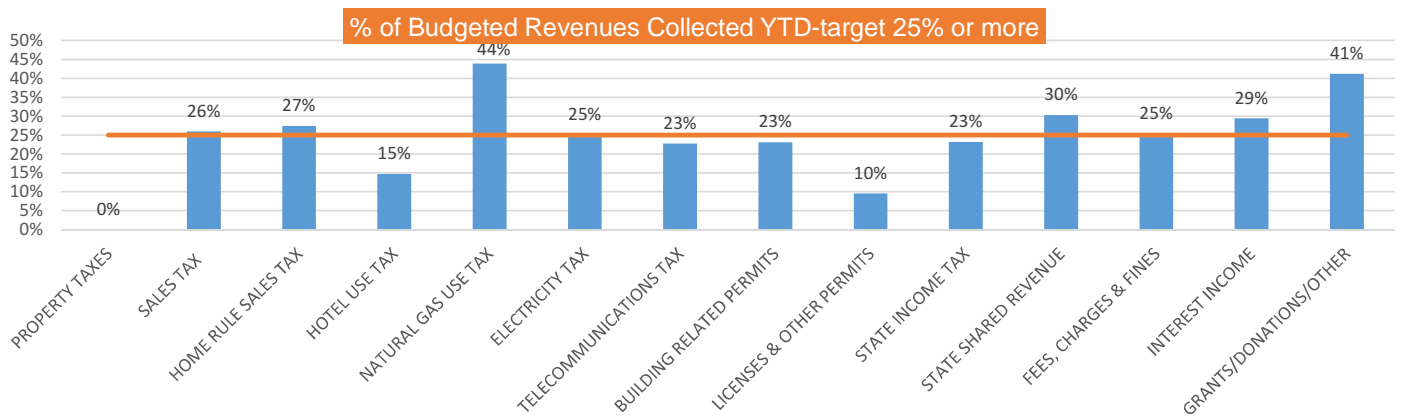
March 2017 YTD revenues are 4.7% or \$428K lower than March 2016 YTD. Revenues that decreased from last year include sales taxes (\$284K) of which \$83K is due to a one time adjustment), Income Taxes (\$155K), and Telecommunications Tax (142K). These decreases were partially offset by increases in Building Related Permits (\$62K), State Shared Revenue (\$63K) and Fees, Charges and Fines (40K).

General Fund Revenue Analysis - Major Sources



General Fund - All Revenues

	February 2017 YTD Actual	February 2016 YTD Actual	% CHANGE	5 YEAR TREND
TOTAL REVENUES	\$8,682,970	\$9,111,245 ↓	-4.7%	
PROPERTY TAXES	\$0	\$0		
SALES TAX	\$3,197,351	\$3,481,646 ↓	-8.2%	
HOME RULE SALES TAX	\$562,680	\$575,237 ↓	-2.2%	
HOTEL USE TAX	\$154,610	\$162,446 ↓	-4.8%	
NATURAL GAS USE TAX	\$219,896	\$207,366 ↑	6.0%	
ELECTRICITY TAX	\$479,796	\$477,964 →	0.4%	
TELECOMMUNICATIONS TAX	\$614,409	\$756,483 ↓	-18.8%	
BUILDING RELATED PERMITS	\$312,457	\$250,938 ↑	24.5%	
LICENSES & OTHER PERMITS	\$29,739	\$30,049 →	-1.0%	
STATE INCOME TAX	\$1,160,542	\$1,315,947 ↓	-11.8%	
STATE SHARED REVENUE	\$485,458	\$422,957 ↑	14.8%	
FEES, CHARGES & FINES	\$1,256,803	\$1,216,566 ↑	3.3%	
INTEREST INCOME	\$55,960	\$53,865 ↑	3.9%	
GRANTS/DONATIONS/OTHER	\$153,269	\$159,781 ↓	-4.1%	



The orange line in this graph represents a "target" of 25%. The target is calculated by dividing 3 month by 12 months in the year. Property taxes are received in two distributions - in June and September. Natural Gas Tax is seasonal with a greater portion received in the winter months. Building related permits are also seasonal, with a greater portion of revenue received in the summer.

Note: Revenues are recorded on a cash basis. Sales taxes are received from the state three months after the sale is made. For example, January sales taxes are from sales made in October.

GENERAL FUND EXPENDITURES for the Three Months Ending 03/31/2017

HIGHLIGHTS

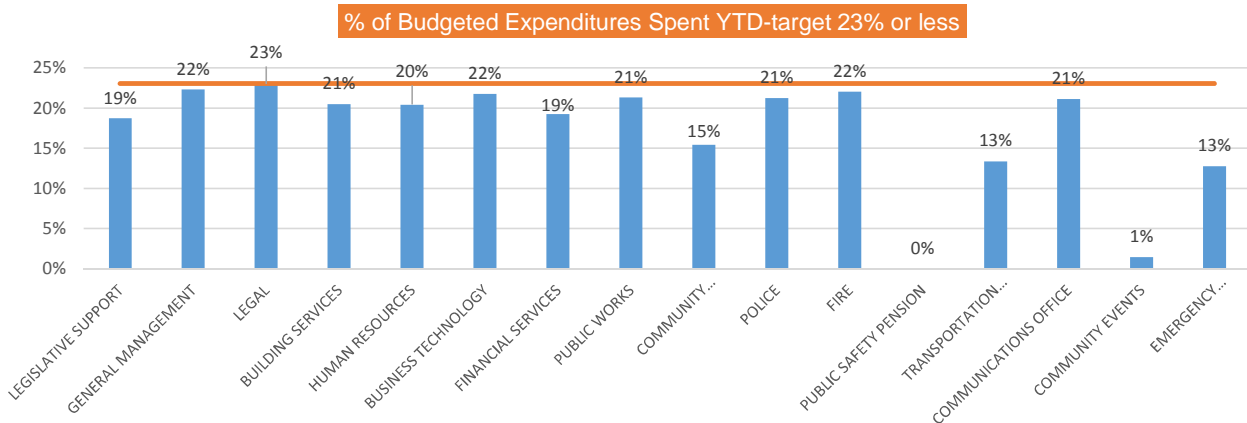
March 2017 YTD expenditures are .3% or \$24K lower than March 2016 YTD. Community Development is higher due to a new position later in 2016. Business Technology is higher due to a vacant position last year. Decreases include General Management due to the elimination of the Performance Manager position, and Public Works due to reduced expenses for snow removal.

General Fund Expenditure Analysis - Major Uses

TOTAL EXPENDITURES	PERSONNEL	SUPPLIES	PROF. SERVICES	CLAIMS, GRANTS & TRANSFERS
\$8,602,637	\$ 6,769,392	\$ 225,050	\$ 531,853	\$ 1,212,881
-0.3%	2.2%	-22.5%	1.5%	2.8%

General Fund - All Expenditures by Fund

	March 2017 YTD Actual	March 2016 YTD Actual	% CHANGE	5 YEAR TREND
TOTAL EXPENDITURES	\$8,602,637	\$8,626,552	-0.3%	
LEGISLATIVE SUPPORT	\$62,771	\$53,344	17.7%	
GENERAL MANAGEMENT	\$140,428	\$158,423	-11.4%	
LEGAL	\$131,076	\$109,163	20.1%	
BUILDING SERVICES	\$168,574	\$153,841	9.6%	
HUMAN RESOURCES	\$53,209	\$48,227	10.3%	
BUSINESS TECHNOLOGY	\$244,855	\$187,415	30.6%	
FINANCIAL SERVICES	\$263,235	\$233,410	12.8%	
PUBLIC WORKS	\$1,297,097	\$1,367,270	-5.1%	
COMMUNITY DEVELOPMENT	\$384,640	\$336,759	14.2%	
POLICE	\$2,896,097	\$2,945,514	-1.7%	
FIRE	\$2,808,614	\$2,881,743	-2.5%	
PUBLIC SAFETY PENSION	\$0	\$0		
TRANSPORTATION ASSISTANCE	\$12,190	\$9,823	24.1%	
COMMUNICATIONS OFFICE	\$136,404	\$139,990	-2.6%	
COMMUNITY EVENTS	\$1,381	\$154	796.8%	
EMERGENCY MANAGEMENT	\$2,066	\$1,476	28.6%	

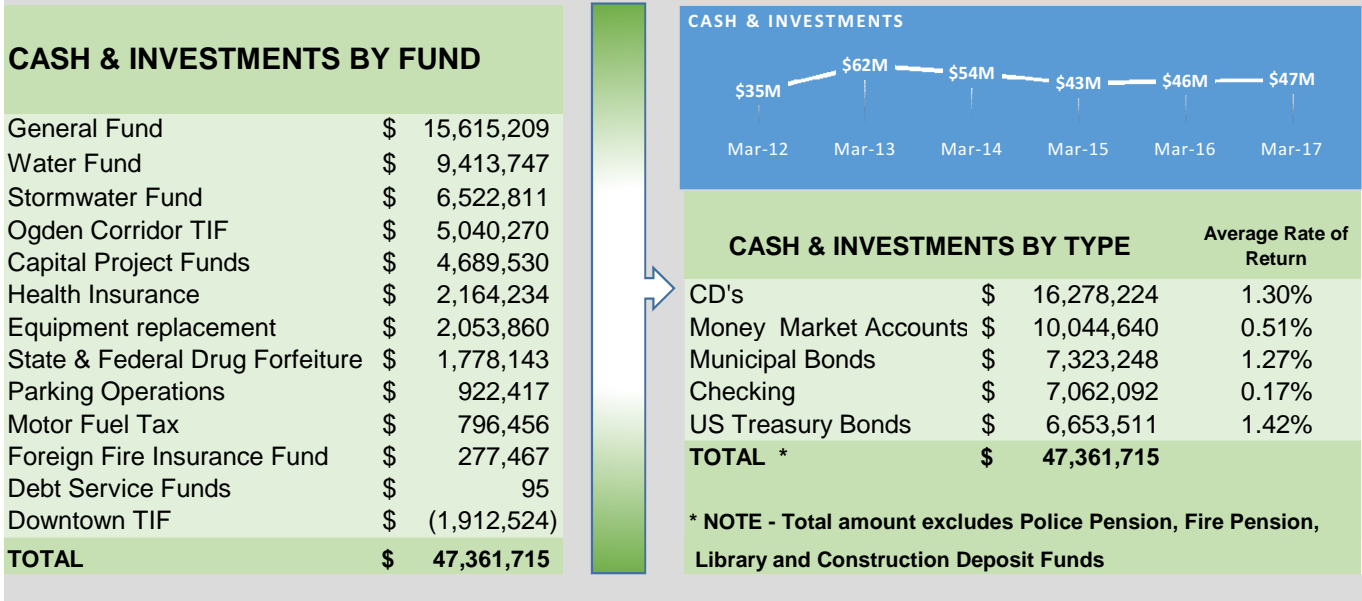


The orange line in this graph represents a "target" of 23%. The target is calculated by dividing 6 pay periods paid through March 2017 by the total annual pay periods of 26. Personnel costs account for about 80% of General Fund expenses. Public Safety Pension expenses are expensed upon receipt of property taxes in June and September.

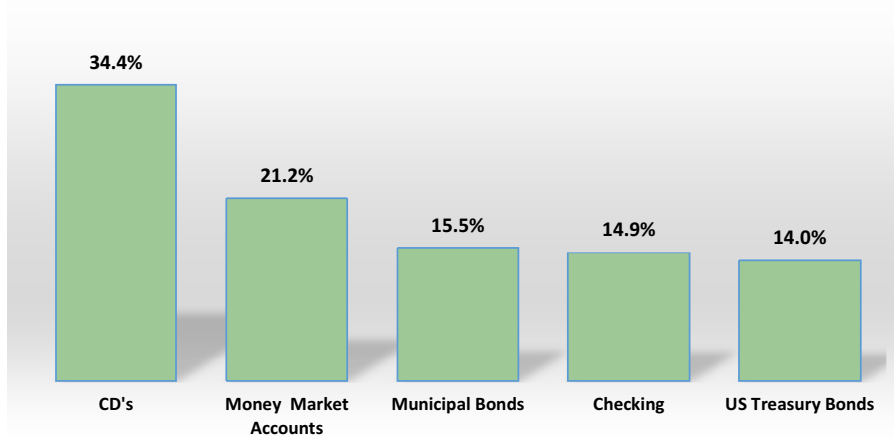
CASH AND INVESTMENTS BY FUND AND TYPE - for the Three Months Ending 03/31/2017

HIGHLIGHTS

Referring to the trendline, \$35 million in bonds were issued in 2012 for infrastructure projects - \$25 million for road reconstruction and \$10 million for water projects. The Village refunded \$8 million in October 2013 and held that amount in escrow until January 1, 2014. In April 2015, \$5 million in bonds were issued for water infrastructure projects of which \$4.8 million have been spent. Debt service payments are made from the Downtown TIF in January and July and property taxes are received in June and September.



CASH & INVESTMENTS BY TYPE



AGED CASH & INVESTMENTS

Weighted average maturity is 1.26 years

