



150272

MEMORANDUM

TO: Public Works Committee

THROUGH: Carl Goldsmith, Director of Public Works *C*

FROM: David Gorman, PE, Asst. Director of Public Works *DG*

SUBJECT: Proposed Revision to the Private Property Flooding Policy

DATE: May 13, 2015

Staff proposes to revise the Board of Trustees' Policy #7B regarding assistance for private property (residential and non-residential) flooding to provide a reimbursement for purchasing sandbags and/or comparable flood proofing materials. The existing and proposed policies are attached.

Background:

The existing policy states that Public Works shall deliver loose sand and bags to pre-determined locations when the National Weather Service issues a flood warning for DuPage County. However, such warnings may be for isolated storms elsewhere, or for long-duration storms causing river flooding rather than short to medium duration storms that cause the majority of problems in Lombard. As a result, the current policy directs Public Works to occasionally deliver materials and cause alarm even when there may be little risk based on the particular storm characteristics.

Many of the Village's programs for private property matters utilize reimbursements rather than providing direct assistance. Reimbursement policies have worked well for the grant programs for overhead sewers, clear water disconnects, backyard drainage, rain barrels, and compost bins. Changing the sandbags policy to reimbursements would allow property owners to acquire bags from any source of their choosing and to have them at the ready when needed. It would also allow our employees to focus manpower during storms on tasks such as maintaining pump stations, clearing inlets, barricading flooded streets, and responding to calls for assistance.

Public Works spends approximately \$2K per year (based on 2 employees X two events X 4 hours X 1.5 overtime rate + materials) to implement the existing policy of delivering and then collecting sand and bags. An annual reimbursement amount of \$50 each would assist 40 property owners, which would be more than adequate based on our knowledge of the number of homes that are utilizing sandbags. This amount is suggested based on pricing at Home Depot:

Sandbags: \$60 per 100 filled
\$34 per 100 empty



Quickdam Bags: \$40 per six 12"x24"
Quickdam Barriers: \$18 per two 5'x6"
\$40 per one 17'x6"



Recommendation:

Staff recommends that the Committee vote to recommend the revised policy based on reimbursing up to \$50 per residence annually to the Board of Trustees.

CG/DG:dg Private Property Flooding Policy (2015 Revision) - PWC Memo
 attachments: BOT Policy #7B and proposed revision
 cc: Scott Niehaus, Village Manager
 Jana Bryant, PE, Private Development Engineer



VILLAGE OF LOMBARD

VILLAGE BOARD POLICY MEMORANDUM

DRAFT

Subject: Public Works' Response to Private Property Flooding **Section:** 7.B.
Dept.: PW
Date: December 2, 2010
Revised: _____, 2015

I. Purpose

The purpose of this policy is to clarify the role of the Public Works Department in response to private property flooding. This policy was developed pursuant to the Village of Lombard 2002 Strategic Plan.

II. Procedures/Guidelines

A. Sandbags

1. The Village of Lombard Public Works Department will provide a reimbursement not to exceed \$50 per year to residents purchasing sandbags and/or comparable flood proofing materials in order to prepare for flood events.
2. Residents may purchase sandbags and/or comparable flood-proofing materials from any commercial source and provide receipts with the attached form for reimbursement.
3. Residents are solely responsible to store, place and dispose of sandbags and any other flood-proofing materials.

B. Private Property Pumping Services

The Department of Public Works will not perform private property pumping services or loan pumps to residents. However, Public Works will maintain and annually update a list of contractors that may provide this service; and pump rental stores in the area. This list will be made available to residents upon request.

III. Legislation/Documentation

- A. Village of Lombard 2002 Strategic Plan
- B. Minutes of April 4, 2002 Board of Trustees meeting
- C. Minutes of May 14, 2002 Public Works Committee
- D. Minutes of June 6, 2002 Board of Trustees meeting
- E. Minutes of November 11, 2008 Public Works Committee
- F. Minutes of December 2, 2010 Board of Trustees meeting
- G. Minutes of July 9, 2013 Public Works Committee
- H. Minutes of _____ Public Works Committee

APPLICATION FORM

Part 1 – REIMBURSEMENT REQUEST

Name: _____ E-mail: _____

Address: _____, Lombard, IL 60148

Phone: (day): _____ (evening): _____

I certify, under penalty of law for misrepresentation, that the attached receipt is for sandbags and/or similar flood-proofing materials for use at my property. (The Village may require an inspection of said materials prior to grant approval.)

Signature of Applicant ____/____/____
Date

Direct questions and return applications to the Public Works Department either by mail at 255 E. Wilson Avenue, Lombard, IL 60148, by fax at 630-620-5982 or by email at publicworks@villageoflombard.org.

Part 2 -- GRANT APPROVAL

Approved for reimbursement in the amount of \$ _____ for sandbags and/or similar flood-proofing materials purchases in accordance with Board of Trustees Policy Memorandum 7.B.

Signature of Public Works Official _____
Print Name

____/____/____
Date

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