

Feb. 16, 2021 Council QA

Monday, February 15, 2021 7:52 AM

I. CONSENT AGENDA:

1. **21-0184** Approve the cash disbursements for the period of 01/01/2021 through 01/31/21 for a total of \$31,661,833.08

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| Q: | Please provide pie graph for each department breakdown by approved budget for each department and current spend also break out COVID expenses as I see gloves and other itemized on the 31M disbursements. | Gustin |
| A: | A chart of the first period expenses by department is attached. Major expenses related to COVID-19 are still being noted in our general ledger; however, a thorough log is not being maintained day to day, as many of the purchases are now considered part of normal operations. Staff has explored all known grant opportunities and determined that most operating supplies (e.g. PPE and janitorial supplies) are not grant eligible. However, if new grant funds become available, any and all COVID-related expenditures would be reassessed for potential reimbursement. | Mayer |

2. **21-0223** Approve the regular City Council meeting minutes of February 2, 2021
3. **21-0246** Approve the City Council meeting schedule for March, April & May 2021

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| Q: | The meeting schedule infers Council will be on Zoom into May or past. When will staff recommend a return to Council Chambers as the Governor has modified in-person gatherings, and residents have shared their desires for in-person with safety precautions in place and hybrid options. Other governmental entities have been open for business example is Dupage County and now schools. | Gustin |
| A: | We are targeting the first City Council meeting in April to begin hybrid meetings. These meetings will allow some people to be present in City Council Chambers with the proper spacing and plexiglass dividers, while others can participate on-line via Zoom. | LaCloche |

4. **21-0087** Approve the award of Option Year Three to Contract 17-210, Emerald Ash Borer Insecticidal Treatment, to The Davey Tree Expert Company, for an amount not to exceed \$300,000

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| Q: | The memorandum stated a total 12,100 City trees, in 2020 City treated 8200 trees, leaving 4,700 plus 2,900 to be treated (14,700); 14,700 verses 15,800 that is being billed under this contract. Can you clarify discrepancy as I may be missing something. | Gustin |
| A: | TREE-Age treatments are applied once every two or three years and Imidacloprid treatments are applied every year. Because a portion of the trees are treated every year, the total trees treated in 2020 and 2021 will be higher than the 12,100 total trees in the city. | Dublinski |

5. **21-0127** Approve the award of Option Year Two to Contract 18-025, Motor Fuel, to Luke Oil for an amount not to exceed \$876,500

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| Q: | Does the City charge the school, library and settlement actual base price gas costs, passing through full City costs and charges? | Gustin |
| A: | The City charges the school districts a mark-up of \$0.076 per gallon over the cost the City pays for fuel. | Dublinski |

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| | The Library and Settlement are charged monthly maintenance and operation costs (M&O) for their vehicles that includes the cost of maintenance, repairs, and fuel. | |
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- 6. **21-0129** Approve the award of Option Year One to Contract 18-022, Motor Fuel Tank Wagon, to Heritage FS, Inc. for an amount not to exceed \$150,000

- 7. **21-0131** Approve the award of Option Year Two to Contract 18-024, Generator Maintenance Services, to Interstate Power Systems, Inc. for an amount not to exceed \$120,000

- 8. **21-0136** Approve the award of Option Year Two to Contract 19-060, Storm Sewer Rehabilitation (8"- 30") Cured-in-Place Pipelining (CIIP), to Hoerr Construction Inc. for an amount not to exceed \$750,000, plus a 3% contingency

- 9. **21-0143** Approve the award of Option Year Two to Contract 19-064, SCADA Maintenance Services, to Advanced Automation and Controls, Inc. for an amount not to exceed \$141,000

- 10. **21-0201** Approve the award of Option Year Two to Contract 19-063, Concrete Restoration Services, to Whiteline Construction Inc. and Davis Concrete Construction Company for an amount not to exceed \$275,000, plus a 5% contingency

- 11. **21-0160** Approve the award of Bid 21-014, MSI Inspection and Condition Assessment of the Springbrook Interceptor, to RedZone Robotics Inc. for an amount not to exceed \$165,689.95

- 12. **21-0203** Approve the award of Bid 21-038, Distributed Automation Switches, to Universal Utility Supply Company for an amount not to exceed \$594,650

- 13. **21-0156** Approve the award of Cooperative Procurement 21-078, Unit 296 Vehicle Replacement, to JX Peterbilt for an amount not to exceed \$269,680.21

- 14. **21-0119B** Approve the award of a three-year extension to Cooperative Contract 17-001, Uniform Rentals, to Cintas Corporation for an amount not to exceed \$312,111

| | | | | | | | | | | | | | | | | |
|--------------|---|-------------------|--------|----------|--------|----------|--------|--|----------------|--|---------|--|-----------|--|----------------|----------|
| Q: | How do you get to \$312,111? Should it be \$313,311? | Hinterlong | | | | | | | | | | | | | | |
| A: | <p>The total award of \$312,111 is the sum of each department's estimated spend on Cintas specific uniforms in 2021, 2022, and 2023. A breakdown is provided below. Please note, the \$104,437 figure, as shown in the agenda item, is the budgeted amount for uniform services in 2021.</p> <table style="margin-left: 40px;"> <tr> <td>Public Works</td> <td style="text-align: right;">29,864</td> </tr> <tr> <td>Electric</td> <td style="text-align: right;">44,500</td> </tr> <tr> <td>Water</td> <td style="text-align: right;">29,673</td> </tr> <tr> <td></td> <td style="text-align: right;">104,037</td> </tr> <tr> <td></td> <td style="text-align: right;">104,037</td> </tr> <tr> <td></td> <td style="text-align: right;">x 3 years</td> </tr> <tr> <td></td> <td style="text-align: right;">312,111</td> </tr> </table> | Public Works | 29,864 | Electric | 44,500 | Water | 29,673 | | 104,037 | | 104,037 | | x 3 years | | 312,111 | Catalano |
| Public Works | 29,864 | | | | | | | | | | | | | | | |
| Electric | 44,500 | | | | | | | | | | | | | | | |
| Water | 29,673 | | | | | | | | | | | | | | | |
| | 104,037 | | | | | | | | | | | | | | | |
| | 104,037 | | | | | | | | | | | | | | | |
| | x 3 years | | | | | | | | | | | | | | | |
| | 312,111 | | | | | | | | | | | | | | | |
| Q: | Please provide a breakdown for uniform rentals in the last three years. | Gustin | | | | | | | | | | | | | | |
| A: | <table style="margin-left: auto; margin-right: auto;"> <tr> <td style="border: none;">2018</td> <td style="border: none;">2019</td> <td style="border: none;">2020</td> <td style="border: none;">Totals</td> </tr> </table> | 2018 | 2019 | 2020 | Totals | Catalano | | | | | | | | | | |
| 2018 | 2019 | 2020 | Totals | | | | | | | | | | | | | |

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|--------------|---------------|---------------|---------------|----------------|--|
| Public Works | 13,056 | 23,771 | 24,455 | 61,282 | |
| Electric | 23,392 | 30,270 | 35,736 | 89,398 | |
| Water | 18,045 | 21,764 | 23,699 | 63,508 | |
| | 54,493 | 75,806 | 83,890 | 214,189 | |

15. **21-0144** Waive the applicable provisions of the Naperville Procurement Code and award Procurement 21-054, Inclusionary Zoning Ordinance Advisory Services, to SB Friedman for an amount not to exceed \$40,000 (requires 6 positive votes)
16. **21-0141** Waive the first reading and pass the ordinance amending Article A (General Provisions) and Article J (Encroachments and Obstructions) of Chapter 1 (Streets and Sidewalks) of Title 9 (Public Ways and Property) of the Naperville Municipal Code regarding permit fee requirements and establishing a future pavement restoration fee (Requires six positive votes)

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| Q: | I've been pushing for something like this to get put in place for quite a while. Though I'd like it better to charge the applicant directly with staff doing all the patching, I get we need to start somewhere. My fear with this approach is that now the patching companies will not care as much to do a good job knowing that we're just going to come back and fix it later. Thoughts? | Hinterlong |
| A: | Staff does not share that concern. The patching companies are simply a sub-contractor and are not the ones pulling the permit and paying the fee; most will be unaware of this fee and what it is to be used for. If a contractor cheats and we discover it, then we will go after them, and check all of their other jobs. | Novack |

17. **21-0229** Waive the first reading and pass the ordinance revising Section 3-5A (Electrical Contractors) of the Naperville Municipal Code to discontinue issuing electrical licenses (requires six positive votes)

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| Q: | Has this change gone through the building review board? If not do you recommend that it be heard by the building review board? | Gustin |
| A: | As this is not a change to the Building Code (Title 5), a BRB recommendation is not required or recommended. It is also believed that any associated public comment gathered at such a meeting will not be beneficial to the process. This is a proposal for a discontinuation of a service provided by the City. Those individuals directly impacted by it will undoubtedly be opposed to the measure. It will require them to seek licensure or certification elsewhere. Despite this, staff still supports the proposed changes considering them to be in the best interest of the City overall and the health and safety of the public. | Zibble |

18. **21-0232** Pass the ordinance approving acceptance of assignment of a water easement pursuant to a Water Easement Agreement between the Naperville Park District and Commonwealth Edison Company
19. **21-0029B** Pass the ordinance approving a major change to the Naper Settlement PUD with deviations and a Final PUD Plat for the property located at the southwest corner of Aurora Avenue and Webster Street (Naper Settlement) - PZC 20-1-078
20. **21-0210** Receive the staff report for the C. Cobb Subdivision (424 East Chicago Avenue) - PZC 20-1-093 - (Item 1 of 4)

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| Q: | This lot will get a land cash donation for the school district and park district correct? When will they be charged that? Now or at the time of application? | Hinterlong |
| A: | Yes, the Petitioner will be required to pay school and park district donations. The Petitioner has chosen to pay the donations on a per permit basis. | Russell |

- 21. **21-0211** Pass the ordinance approving the Preliminary/Final Plat of Subdivision and OAA for the C. Cobb Subdivision (424 East Chicago Avenue) - PZC #20-1-093 - (Item 2 of 4)
- 22. **21-0212** Pass the ordinance approving a temporary use for the C. Cobb Subdivision (424 East Chicago Avenue) - PZC #20-1-093 - (Item 3 of 4)
- 23. **21-0213** Pass the ordinance approving a right-of-way encroachment license agreement for the subject property located at 424 East Chicago Avenue (C. Cobb Subdivision) - PZC #20-1-093 - (Item 4 of 4)

J. PUBLIC HEARINGS:

- 1. **21-0233** Conduct the public hearing for the Community Development Block Grant (CDBG) Program Year 2021 Annual Action Plan (Item 1 of 2)
- 2. **21-0234** Approve the Community Development Block Grant (CDBG) Program Year 2021 Annual Action Plan allocating \$530,000 (Item 2 of 2)

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| Q: | I'd like to see the addresses of all of these facilities that will be receiving these funds from the applicants. | Hinterlong |
| A: | <ul style="list-style-type: none"> 1. Bridge Communities, Inc. Project location is 432 E. Bailey Road, Naperville, IL 60565 2. DuPage PADS Project location is 5 Olympus Place, Naperville, IL 60540 3. Illinois Independent Living Center, Katharine Manor Apartments 1141 Iroquois Avenue, Naperville, IL 60563 4. Little Friends, Inc. Project location is 760 S. Washington Street, Naperville, IL 60540 5. Loaves & Fishes CARES Program Applicants must live within incorporated Naperville and occupy the home as a primary residence. Applicants apply directly to Loaves & Fishes for emergency rent, mortgage and utility assistance. 6. Ray Graham Association Project location is 2 Starling Lane, Naperville IL 60565 7. UCP Seguin Project location is 715 Sara Lane, Naperville, IL 60565 8. Single-family home repair Homeowners must live within incorporated Naperville and occupy the home as a primary residence. Low- and moderate-income single-family homeowners apply directly to a subrecipient agency chosen by the City in order to receive funds for approved critical home repairs. | Broder |

L. ORDINANCES AND RESOLUTIONS:

- 1. **21-0241** Adopt the resolution regarding rules for public comments at City Council

Meetings

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| Q: | As other government entities and schools have gone back to some level of in-person meetings when will the staff provide in chamber meetings with or without Internet, NCTV or provide a hybrid, examples are schools and restaurants. | Gustin |
| A: | We are targeting the first City Council meeting in April to begin hybrid meetings. These meetings will allow some people to be present in City Council Chambers with the proper spacing and plexiglass dividers, while others can participate on-line via Zoom. | LaCloche |

2. **21-0118B** Receive the staff report for the Market Meadows Shopping Center located at 1225-1309 S. Naper Blvd.- PZC 20-1-081 (Item 1 of 3)
3. **21-0239** Pass the ordinance approving a Preliminary/Final Plat of Subdivision for the Market Meadows Resubdivision No. 1- PZC 20-1-081 (Item 2 of 3)
4. **21-0240** Pass the ordinance approving a Major Change to the Market Meadows PUD and Final PUD Plat and granting associated for the Market Meadows Resubdivision No. 1 - PZC 20-1-081 (Item 3 of 3)

M. AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:

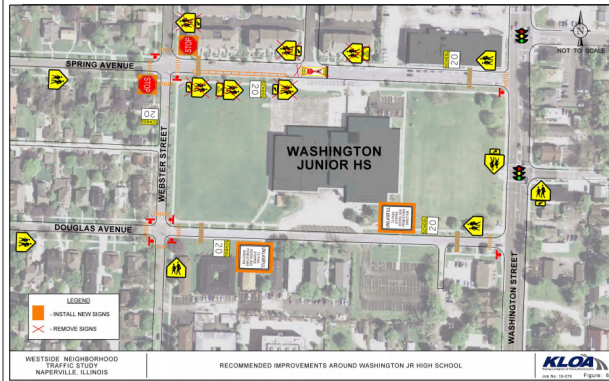
1. **21-0171** Approve the award of Cooperative Procurement 21-080, Unit 328 Equipment Replacement, to MacQueen Emergency for an amount not to exceed \$1,243,080

O. REPORTS AND RECOMMENDATIONS:

1. **20-1432C** Receive the Westside Neighborhood Traffic Study report and concur with the recommended improvements (Item 1 of 2)

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| Q: | I'd like a copy of an overhead of the streets surrounding the Naper school block and all the signage that will be going in specifically on eagle between Benton and Jefferson and on Benton between eagle and mill. All signs, parking, stop, etc and the time restrictions. I saw these illustrations in previous agendas for the TAB meetings, but I don't see them in this one. | Hinterlong |
| A: | Exhibits with the signage and modifications that will occur around Naper Elementary School and Washington Junior High School are attached. These maps are also found on pages 47 and 50 in the Westside Neighborhood Traffic Study Report attached to the agenda item. | Prousa |

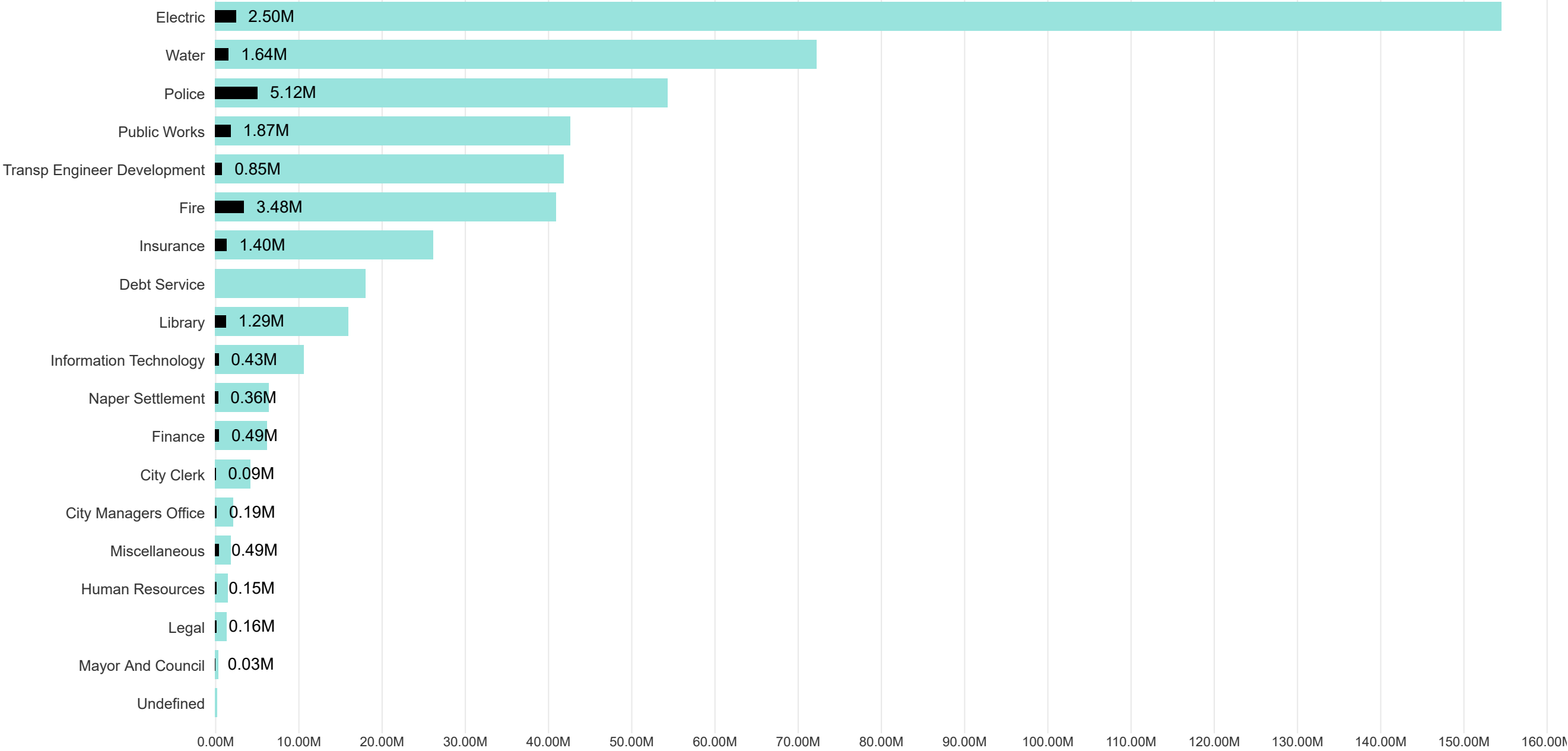




- 2. **20-278C** Approve the citywide Traffic Calming Toolkit (Item 2 of 2)
- 3. **21-0217** Approve the proposed CY 2021 Social Services Grant funding allocations
- 4. **21-0206** Receive the February 2021 Financial Report

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| Please see attached. | Munch, R. |
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2021 Budget Report (Department Budget to Actual) - January



Services

People



February Financial Report

Feb. 16, 2021

Programs

Local Economy

Overview

- **Recent Actions & Trends**

- Review federal, state, and local actions

- **Economic Indicators**

- Review key revenues as indicators of local economic health

- **Local Support Programs**

- Update on status of Council-approved initiatives



Recent Actions & Trends

Vaccination Progress

- Reported at county level
- Population vaccinated as of Feb. 6
 - DuPage: 2.69%
 - Will: 2.04%

Return to Phase 4 Mitigations

- Improving health metrics in both regions
- Return to Phase 4 in first week of February
- Return of indoor dining should improve revenue

Federal Stimulus Programs

- Additional stimulus approved Dec. 27
- New round of stimulus under consideration
- May include support for state/local governments

Economic Indicators – State Revenue

State Sales Tax

- 7.2% above budget projections

Home Rule Sales Tax

- 10.8% below budget projections
- Full year projection assumes increase from online sales

State Income Tax

- 37.9% above budget projections
- IML just revised full-year projection for LGDF

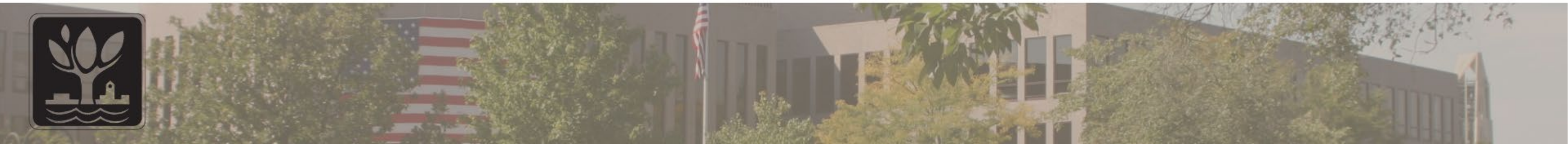
Motor Fuel Tax (includes Transportation Renewal Funds)

- 17.9% below budget projections

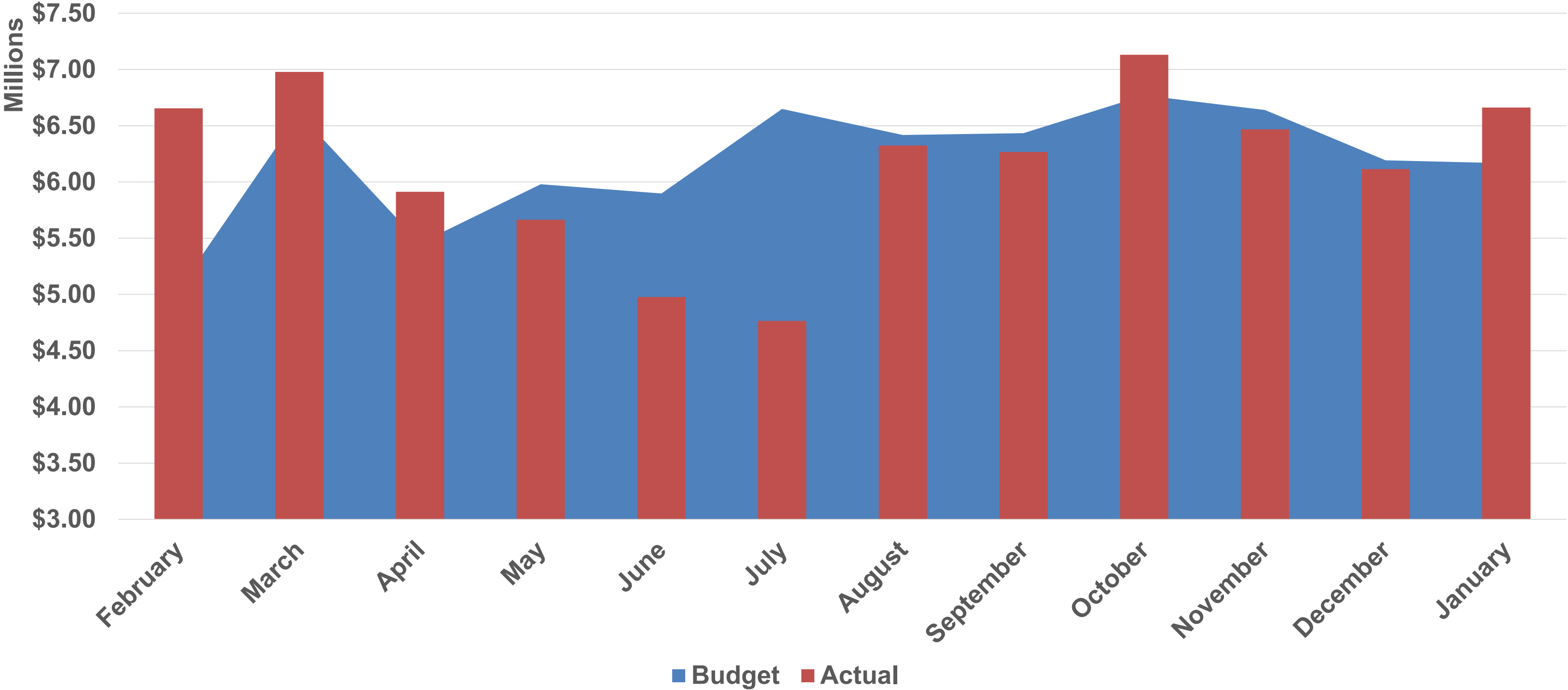
Local Use Tax

- 23.4% above budget projections

Monthly budget projections may be less reliable in this environment as they are based on three years of historical average monthly revenues.



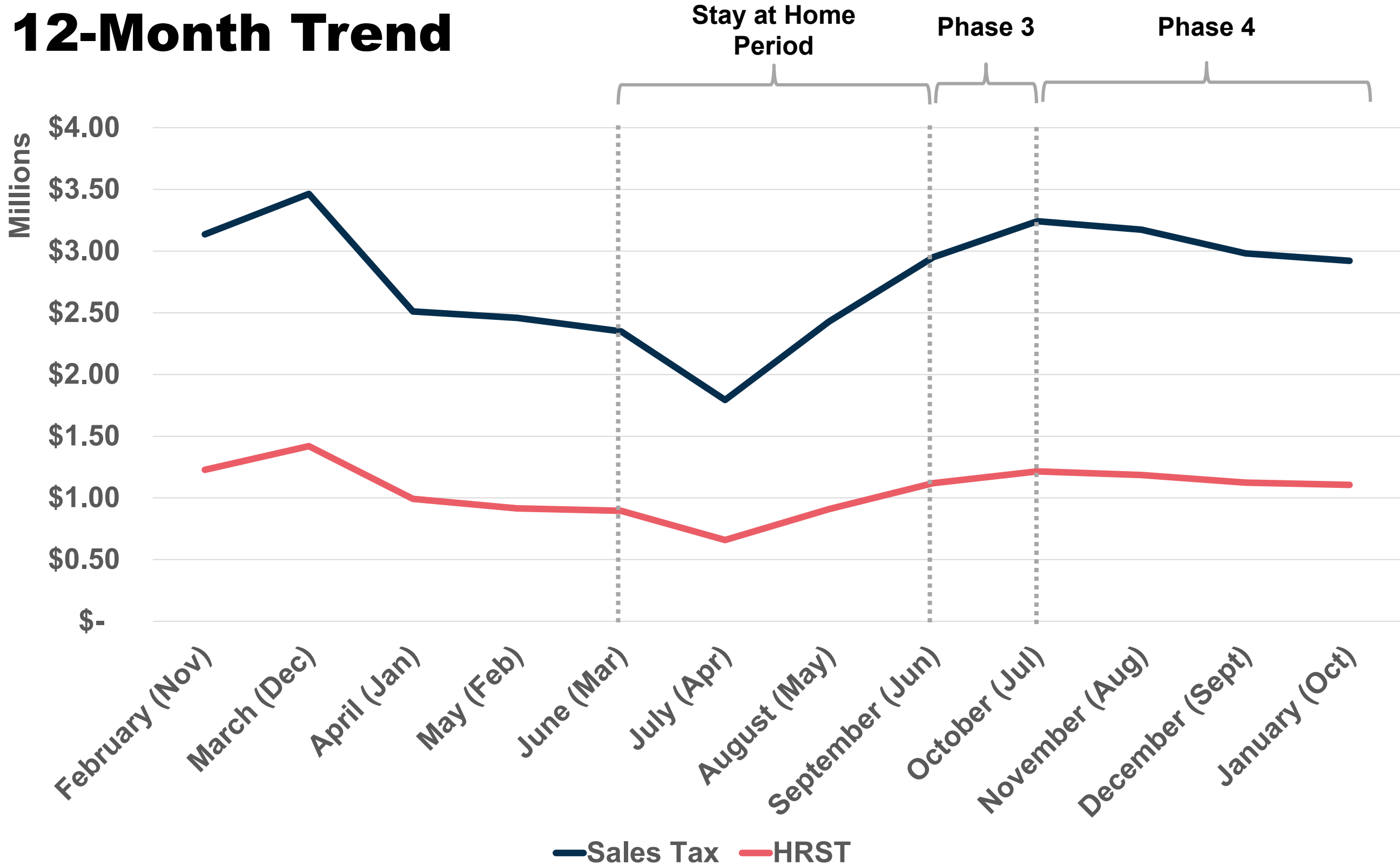
State Collected Revenues



- Combined state revenues exceeded budget projections by 8%
- Better than expected performance in three of five revenue categories
- Conservative budget projections based on rapidly evolving pandemic trajectory



Sales Tax 12-Month Trend

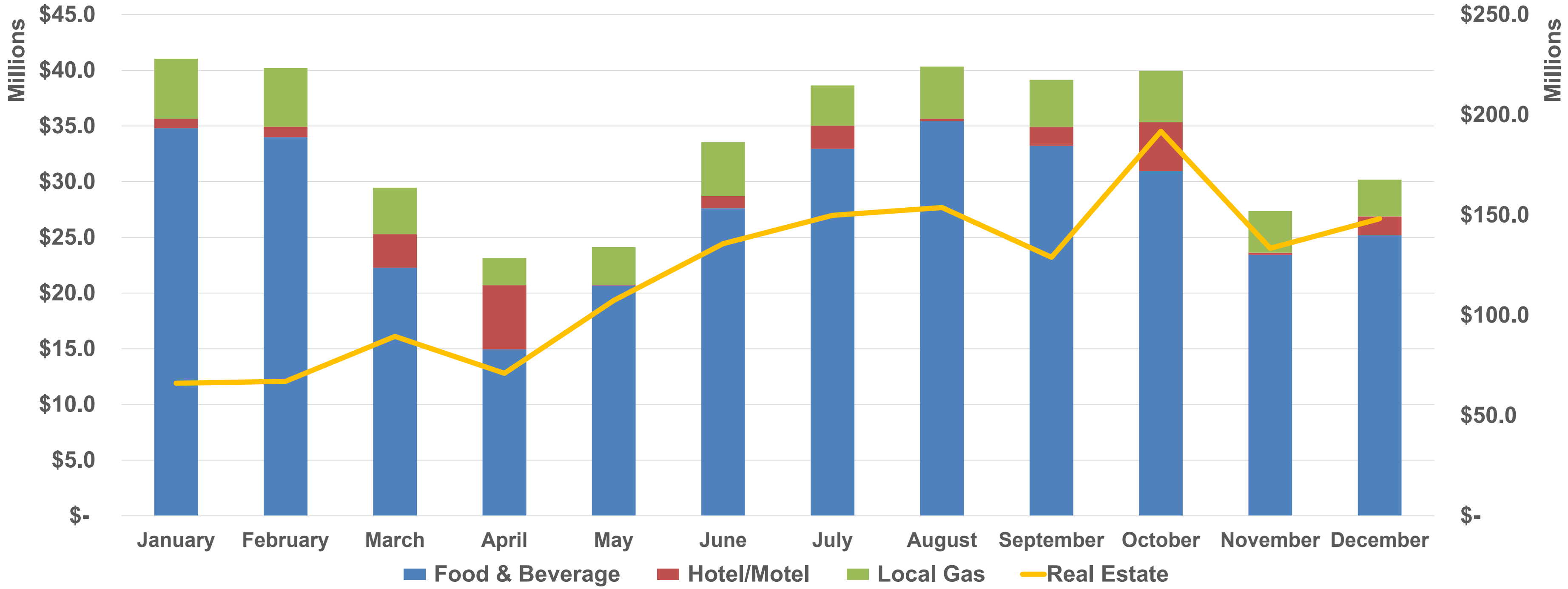


- Three month delay in receipt; month sales occurred noted in parenthesis
- February and March revenues will reflect 2020 holiday shopping season



Locally Collected Revenues in 2020

Taxable Sales



- Tax returns received in January 2021 reflect December 2020 sales
- Noticeable decline in food & beverage sales after resurgence mitigations began (late Oct.)
- Real estate sales remained strong through year-end



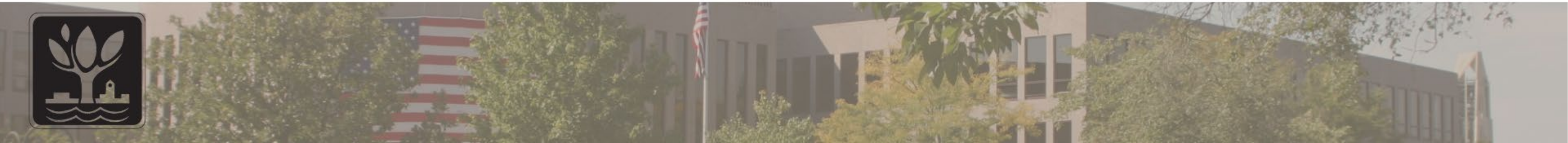
Local Economic Support

Temporary Utility Assistance Program

- \$500,000 dedicated to residential and small business utility customers
- Application period began this week
- Progress reports to be provided as part of monthly financial report

CDBG-CV Funding

- Received \$315,985 in July for public assistance through CARES Act
 - \$100,000 dedicated to Naperville Small Business Assistance Grants
- Additional \$708,723 received in September, programmed in February
 - \$240,000 dedicated to additional small business grants
 - Remaining funds support public assistance programs through community partners



Next Steps

- **Continue monthly reporting**
 - Full budget report presented quarterly
- **Analyze updated IML revenue projections**
- **Monitor and report on issues as needed**
 - Includes existing and future budget priorities





Questions?

