

Council QA – December 21, 2021

Wednesday, December 15, 2021 3:39 PM

F. AWARDS AND RECOGNITIONS:

1. **21-1588** Presentation of Fire Chief's Award

I. CONSENT AGENDA:

1. **21-1570** Approve the Cash Disbursements for the period of 11/01/2021 through 11/30/2021 for a total of \$42,762,556.12

Q:	Staff please provide a graph by department including the 2021 budgeted amount and actual end of year fiscal numbers.	Gustin
A:	The attached graph provides actual expenditures through November 30, 2021.	Munch

2. **21-1636** Approve the regular City Council meeting minutes of December 7, 2021
3. **21-1533** Approve the Budget Workshop #1 minutes of October 25, 2021
4. **21-1551** Approve the Budget Workshop #2 minutes of November 8, 2021

Q:	Can staff refresh my memory and explain the \$100 million increase by the interfund transfers report, as I missed it in the minutes here.	Gustin
A:	The 2022 budget includes \$540 million in expenses, which is a \$99 million (22.4%) increase in citywide expenditures since 2017. Of the total increase, 43% is attributed to capital outlay totaling \$42.2 million. An additional \$17.9 million is added in 2022 for a capital transfer from the Water Utilities Fund into the new Water Capital Fund. The transfer is an accounting requirement to balance the Water Capital Fund and will not result in any actual expense to the city. After removing the impacts of capital expenditures and transfers, the remaining increases since 2017 total \$38.8 million, which equates to a 1.9% annual increase.	Munch

5. **21-1561** Approve the Budget Workshop #3 minutes of November 22, 2021
6. **21-1648** Approve the City Council meeting schedule for January, February and March 2022
7. **21-1527** Approve the award of Option Year One to Contract 19-258, Landscape Design and Planting, to Christy Webber and Company for an amount not to exceed \$278,000 and for a two-year term

Q:	Staff provide a breakdown of locations where new flower beds, pots, etc compared to past years which increased the cost from \$139,000 to \$238,000? Does staff recommend a revenue source to offset the new costs?	Gustin
A:	The \$278,000 award amount is for 2 years. The annual cost is \$139,000. We are not adding any new locations in 2022.	Dublinski

8. **21-1523** Approve the award of Option Year 2 to Contract 18-204, Large Diameter Water Meters, to Core & Main LP for an amount not to exceed \$202,000 for a one-year term
9. **21-1524** Approve the award of Option Year 2 to Contract 18-177, Residential Water Meters, to Core & Main LP, for an amount not to exceed \$936,403 for a one-year term

Q:	Water meter replacement is important particularly when meters no longer work, is expiration of warranty the strongest factor for replacement? Are there companies that offer an extended warranty or insurance type coverage of those meters that go out of warranty?	Gustin
A:	Typically extended warranties are offered by the supplier of the water meters and values for such items can be obtained during a bid process. The driving factor of meter replacements for new meters would be the life of the battery or the American Water Works Association (AWWA) standard of 16 years, whichever occurs first.	Blenniss

10. **21-1525** Approve the award of Option Year 2 to Contract 18-285, Water Meter Replacement Program, to HBK Water Meter Service, Inc. for an amount not to exceed \$639,111 plus a 3% contingency and for a one-year term
11. **21-1552** Approve the award of Change Order #2 to Contract 19-214, Water

Advanced Metering Infrastructure (AMI) Project, to Core & Main LP for an additional 180 days (Item 1 of 2)

Q:	Staff what is the total multiple contract cost for Core & Mains?	Gustin
A:	<p><u>Large Meter Contract:</u> Total \$1,856,198.50 this is for years 2019, 2020 and 2021.</p> <p><u>Small Meters Contract:</u> Total \$2,658,800 this is for years 2019, 2020 and 2021.</p> <p><u>AMI:</u> Total \$7,155,860</p>	Blenniss

- 12. 21-1615** Approve the award of Change Order #1 to Contract 20-322, Water Utilities MDMS Software and Support (AMI Project), to Harris Computer Systems for an additional 180 days (Item 2 of 2)
- 13. 21-1565** Approve the award of Change Order #1 to JOC Procurement DPW.009.CY21.A, Landscape Restoration, to Robe Inc. for an amount not to exceed \$100,000 and a total award of \$195,000
- 14. 21-1610** Approve the award of Change Order #1 for the Specific Stop-Loss Insurance, to Stealth Partner Group, LLC for an amount not to exceed \$12,452.60 and a total award of \$894,869.60

Q:	Staff did ten additional employees increase approximately \$12,432.00 of this cost? Will there be a projected increase in benefit costs for new employees in accordance with the 2022 budget? If so, what is that number? Staff can non employees or employee family members covered in the Stop Gap insurance?	Gustin
A:	At the time of the original award, the number of employees and their family members (dependents) participating in the PPO plans was estimated for 2021 (since the award was made in September). Following open enrollment in November, the actual number of participants in the PPO plans increased with a number of participants switching from our HMO plan (resulting in significant overall savings for the City). This request is to true up the slight cost increase in stop-loss coverage. For 2022, overall health care costs including stop-loss coverage are planned to be flat year over year. Stop loss insurance covers all participants in the PPO plans (employees and their dependents).	Sheehan

- 15. 21-1578** Approve the award of Cooperative Procurement 21-402, Oracle Database Enterprise Support Renewal, to Mythics, Inc. for an amount not to exceed \$112,166.45 and for a one-year term
- 16. 21-1637** Approve the 2022 Special Events Calendar and designate the calendar as

closed

17. **21-1598** Accept the public watermain improvements at The Compass Church and authorize the City Clerk to reduce the corresponding public improvement surety
18. **21-1599** Waive the first reading and pass the ordinance amending Title 1 (Administrative) Chapter 12 (Disclosure of Beneficiaries) Section 5 (Exemptions) of the Naperville Municipal Code to exempt building permits for improvements valued at less than \$100,000 (requires six positive votes)

Q:	What are other communities such as Lisle, Aurora, Warrenville, etc have on their books in comparison to this recommendation? Please provide a copy of the beneficiary form as some online services require a fee and/or special authorization? Are Naperville FOIA requests free, excluding those identified as cumbersome?	Gustin
A:	<p>It does not appear from a review of documentation from neighboring municipalities that disclosure information is required for the issuance of building permits.</p> <p>The city of Naperville collects the disclosure of beneficiaries information in many ways. For building permits, the information request is either incorporated into the application form itself or a separate form is attached to the application packet. A copy of a typical form is attached hereto. The form is accepted by the city at no additional fee. The Community Services Department will also notarize forms at no cost.</p> <p>The City follows the state law regarding fees for FOIA requests. There is no charge for the first 50 printed pages and all emailed responses are free.</p>	Zibble
Q:	Please clarify - this amendment will still require permitting for improvement projects under \$100K (review of plans by staff), but will not require the petitioner to file disclosure of beneficiaries forms?	Gustin
A:	That is correct. The proposed amendment will in no way impact the need to obtain a building permit.	Zibble
Q:	Please inform me of possible issues that this change might cause. I am particularly interested in applications that were rejected and the reasons for the rejections. For example: for the last 5 years 5,000 permits applications were submitted, x% were rejected for these reasons (major, minor, etc.).	Leong
A:	The proper disclosure of beneficiaries information is required at the time of permit application. If this, or any other, information is missing, the permit counter will not accept the application until the information has been provided. The proposed change will reduce the number of permit applications that require the disclosure information, which in turn should reduce the number of incomplete applications received. We do not quantify the number of applications that are rejected as incomplete, but we would expect there to	Zibble

	be a benefit derived from the proposed change.	
Q:	Please clarify - this amendment will still require permitting for improvement projects under \$100K (review of plans by staff), but will not require the petitioner to file disclosure of beneficiaries forms?	Sullivan
A:	That is correct. The proposed amendment will in no way impact the need to obtain a building permit.	Zibble

19. 21-1537B Pass the ordinance granting a variance to permit the construction 6-foot tall fence in the corner side yard setback for 5 South River Road - PZC 21-1-123

20. 21-1534B Pass the ordinance granting approval of a conditional use for a massage establishment for the subject property located at 552 S. Washington Street (Soma Sage Health & Healing) - PZC 21-1-116

Q:	Staff can you provide a full disclosure form as section 3 has been deleted? Staff with this conditional use will signage allowance change?	Gustin
A:	The form was completed in full; however, the numbering on the form is off. This will be corrected for future applications. One response was answered under the wrong question. The nature of benefit sought is a conditional use permit and the nature of the property owner is Limited Liability Corporation. The managing members of the LLC are as follows: James Calvo, 552 S Washington St, Suite 201, Naperville, IL. 60540 Matthew Calvo, 552 S Washington St, Suite 201, Naperville, IL. 60540 Charles Calvo, 552 S Washington St, Suite 201, Naperville, IL. 60540 No, signage will continue to be regulated under 6-16-5, which is the section which regulates signs on commercial and institutional properties. Signage at this property was currently regulated under this section and will continue to be so; therefore, the signage allowance will not change.	Green

21. 21-1535B Pass the ordinance granting a variance to permit a three-season porch that encroaches into the rear yard setback at 720 Roanoake Court - PZC 21-1-124

J. PUBLIC HEARINGS:

1. 21-1446 Conduct a Truth-in-Taxation hearing for the 2021 property tax levy (Item 1

of 3)

2. **21-1447** Pass the ordinance for the Levy and Assessment of Taxes for the fiscal year beginning January 1, 2022 and ending December 31, 2022 adopting a total property tax levy of \$62,695,482 (Item 2 of 3)

3. **21-1448** Pass the ordinance to abate a portion of the 2021 property tax levy for the City of Naperville authorizing an abatement of \$8,266,858 from the total property tax levy of \$62,695,482 for a net total 2021 property tax levy of \$54,428,624 (Item 3 of 3)

Q:	Please provide further context on item 21-1448.	Holzhauser
A:	When the City issues general obligation (GO) bonds, those bonds are recorded with the county clerks. Per state statute, the full annual debt service amount is automatically levied by the county as part of the City property tax unless an abatement ordinance is filed by the City. In certain instances, some or all of a GO bond can be funded by other revenue sources, so the tax levy for that bond is partially or fully abated each year. This is typical for bonds issued by the Electric and Water Utilities whose debt service is paid for by user charges. Another example of special-purpose debt that is abated annually is that which can be attributed to a special service area, or SSA. The property tax dollars collected through the SSA are used to pay the debt service, so the bond levy can be abated. Other revenue sources that contribute to the debt service abatement are the home rule sales tax and food and beverage tax. Each year, the budget process determines an amount for each of these revenue streams to contribute to the debt service to further reduce the property tax levy. Specific amounts for each of these abatement mechanisms can be found in file 21-1446 under the heading <i>Property Tax Abatement Ordinance</i> .	Munch

L. ORDINANCES AND RESOLUTIONS:

1. **21-1450** Pass the ordinance for the Levy and Assessment of Taxes for the fiscal year beginning January 1, 2022 and ending December 31, 2022 adopting a total levy of \$98,939 for Special Service Area No. 23 (Naper Main)

2. **21-1452** Pass the ordinance for the Levy and Assessment of Taxes for the fiscal year beginning January 1, 2022 and ending December 31, 2022 adopting a total levy of \$68,000 for Special Service Area No. 25 (IL Route 59 and Lacrosse Lane)

3. **21-1454** Pass the ordinance for the Levy and Assessment of Taxes for the fiscal year beginning January 1, 2022 and ending December 31, 2022 adopting a total levy of \$23,445 for Special Service Area No. 31 (Downtown Streetscape - Block 423)

4. **21-1456** Pass the ordinance for the Levy and Assessment of Taxes for the fiscal year beginning January 1, 2022 and ending December 31, 2022 adopting a total tax levy of \$1,199,007 for Special Service Area No. 33 (Downtown Maintenance Expenses and Marketing Costs)

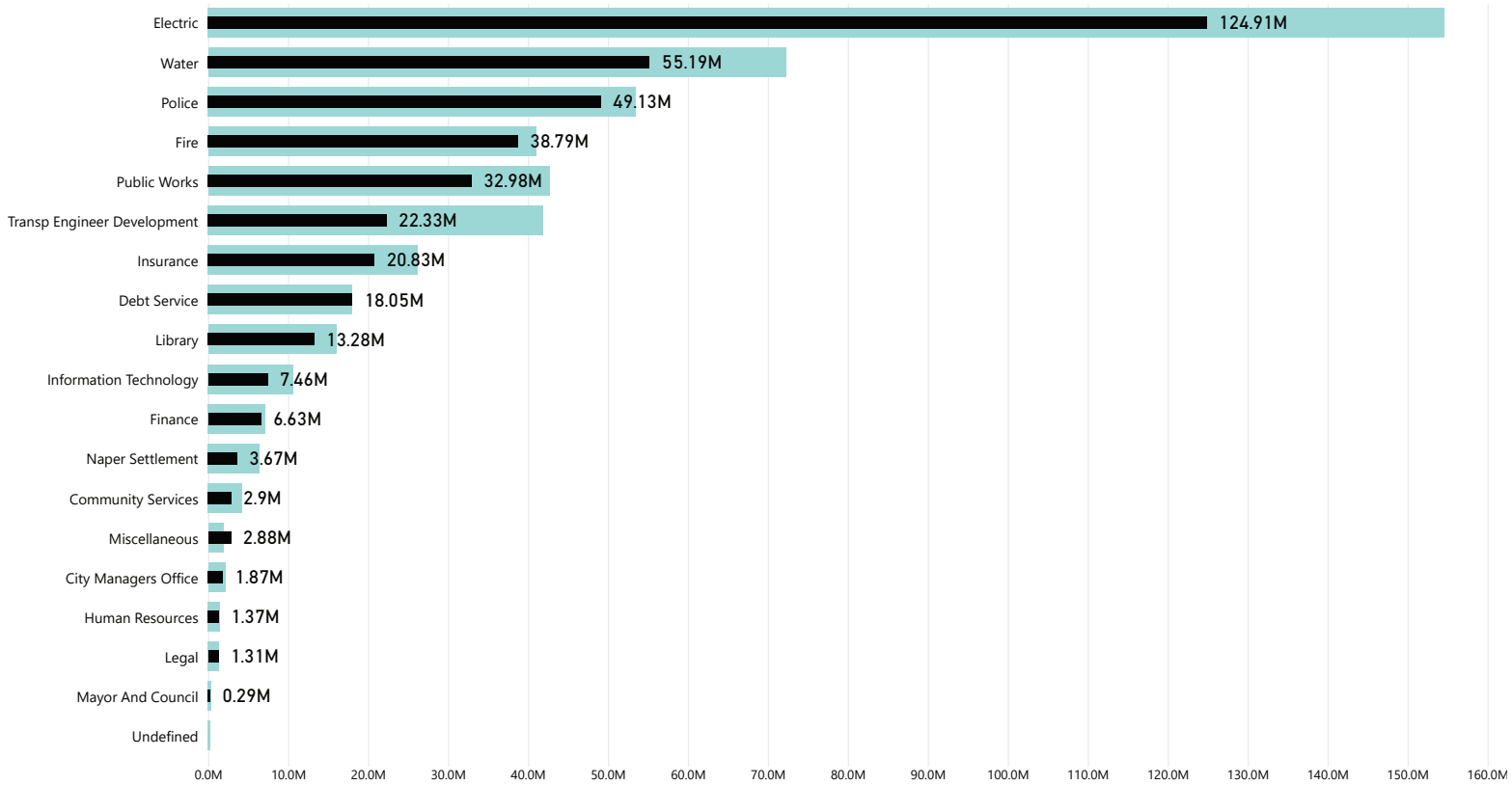
Q:	Staff please confirm this is a 3% increase to business and/or property owners who lease to businesses?	Gustin
A:	Yes, the property taxes levied for Special Service Area (SSA) #33 are assessed to the property owners within the SSA. The increase is calculated at 3.5%; however, that does not necessarily mean each property owner in the SSA will experience that increase. Each property owner's share is based on their property valuation.	Munch

M. AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:

1. **21-1560** Approve the award of Option Year 2 to Contract 20-032, Sanitary Sewer Service Lateral Lining and Vac-A-Tee, to Performance Pipelining, Inc. for an amount not to exceed \$1,584,300 and for a 3% contingency

Q:	Staff what is the DWC (DuPage Water Commission) actual water dollar cost and Naperville's actual charge to our customers?	Gustin
A:	<p>The volumetric portion of a customer's bill has two components: DWC water supply costs and the City's portion. The breakout of these costs for residential customers is provided below:</p> <p>Current DWC wholesale volumetric water rate (per 1,000 gallons): \$4.97</p> <p>Current Naperville residential retail volumetric water rate (per 1,000 gallons): \$2.73</p> <p>DWC wholesale water rate (per 1,000 gallons starting January 1, 2022): \$4.97</p> <p>Naperville residential retail volumetric rate per 1,000 gallons starting January 1, 2022: \$2.78</p> <p>Please note the City's water supply costs are passed through to each customer and DWC is on a May 1st fiscal year and any rate changes are provided to the City in late March or early April each year.</p>	Blenniss

2021 Department Budget to Actual - November





**CITY OF NAPERVILLE
DISCLOSURE OF BENEFICIARIES**

In compliance with Ordinance 85-193, An Ordinance amending Title 1 (Administrative) of the Naperville Municipal Code, as amended, by adding Chapter 12 thereto requiring disclosure of certain interests by persons applying for permits, licenses, approvals or benefits from the City of Naperville

1. Applicant:

Name

Address

2. Nature of Benefit sought:

3. Nature of Applicant: (Please check one)

- | | | | |
|-----------------------|-------|------------------|-------|
| a. Natural Person | _____ | d. Trust/Trustee | _____ |
| b. Corporation | _____ | e. Partnership | _____ |
| c. Land Trust/Trustee | _____ | f. Joint Venture | _____ |

4. If applicant is an entity other than described in Section 3, briefly state the nature and characteristics of applicant:

5. If in your answer to Section 3 you checked box b, c, d, e or f, identify by name and address each person or entity which is a 5% shareholder in the case of a corporation, a beneficiary in the case of a trust or land trust, a joint venture in the case of case of a joint venture, or who otherwise has a proprietary interest, interest in profits and losses or right to control such entity:

	Name	Address	Interest
a.	_____	_____	_____
b.	_____	_____	_____
c.	_____	_____	_____
d.	_____	_____	_____

6. Name, address and capacity of person making this disclosure on behalf of the applicant:

IMPORTANT NOTE: In the event your answer to Section 5 identifies entities other than a natural person, additional disclosures are required for each entity.

VERIFICATION

I, _____, being first duly sworn under oath, depose and state that I am the person making this disclosure on behalf of the applicant, that I am duly authorized to make this disclosure, that I have read the above and foregoing Disclosure of Beneficiaries, and that the statements contained therein are true in both substance and fact.

Subscribed and Sworn to before me this _____ day of _____, 20 _____.

Notary Public