

Sept. 7, 2021 Council QA

Friday, September 3, 2021 9:44 AM

F. AWARDS AND RECOGNITIONS:

1. **21-1119** Presentation of the 2021 Naperville Senior of the Year awards
2. **21-1116** Proclaim September 12 - 18, 2021 Chamber of Commerce Week in the City of Naperville
3. **21-1137** Proclaim September 17, 2021 as KidsMatter Day in the City of Naperville

I. CONSENT AGENDA:

1. **21-1112** Approve the regular City Council meeting minutes of August 17, 2021

Q:	Please add the comments that many council members recalled that Century Walk received zero dollars, excluding art maintenance costs, until after the cancellation of the Irish Parade and the SECA recommended art consultant were funds award to Century Walk. Please provide who named and what is the Exploratory Taskforce? I am familiar with SECA Taskforce. Thank you.	Gustin
A:	Noted. The Exploratory Task Force (ETF) is the group that was formed to make a recommendation to the City Council for the Public Art Program. It is made up of members from SECA and Century Walk and supported by City staff.	Gallahue

2. **21-1132** Approve the City Council meeting schedule for September, October, and November 2021
3. **21-0884** Approve the award of Option Year Four to Contract 17-182, Security Camera Installation, to Pace Systems for an amount not to exceed \$350,000 plus a 5% contingency

Q:	What is the life expectancy of this equipment?	Gustin
A:	The expected life of the security cameras is between 6 and 8 years.	Schwartzhof f

4. **21-0974** Approve the award of Option Year Three to Contract 16-266, Fixed Asset Money Management Services, to PFM Asset Management, LLC and BMO Asset Management Corp. (formerly known as

Caplin, Canida & Habacht, LLC) for an amount not to exceed \$195,000

Q:	3.1% return over 2.8% does not seem like much however with a 162M portfolio what is that in dollars? To obtain a higher return sometimes investments can come at a higher risk. Are there any risks we should know about?	Gustin
A:	The 0.3% variance between the portfolio's actual returns and the benchmark is about \$500,000. Funds managed by PFM and BMO are invested in high-quality investment vehicles according to the City's investment policy. There are two layers of oversight for PFM and BMO. First, the City's investment advisor, Marquette & Associates, oversees both money managers, monitors their performance, and ensures they are adhering to the investment policy. Second, the Financial Advisory Board (FAB) receives quarterly reports from Marquette on the activity and performance of the portfolio. FAB also receives a report directly from PFM and BMO at least annually. Neither Marquette or FAB have expressed any concern over the level of risk in the portfolio.	Munch

5. **21-1085** Approve the award of Bid 21-275, Springbrook Water Reclamation Center 2021 Structural Repairs, to Crossroad Construction, Inc. For an amount not to exceed \$130,000 plus a 5% contingency

Q:	This contractor came in at half the price of others and had a "satisfactory" rating from others that have used them. This doesn't give me a lot of hope that this contractor is a responsible bidder. Were they asked if they might've missed something in the scope of work?	Hinterlong
A:	Reference checks were conducted by City staff and they are registered and in good standing with the State of Illinois - Secretary of State. Staff also confirmed that vendor visited the site and reviewed the scope of work in detail prior to bidding. Vendor's bid was submitted in conformance with the requirements stated within the bid documents, as well as the City's procurement code, and thus staff considers Crossroads to be responsible and their bid responsive. Springbrook staff has worked with this contractor for structural repairs in the Biosolids Storage Building in 2013. The work was completed on-time and on-budget in a quality manner. The staff memo in the council packet incorrectly stated that the City has not worked with this contractor in the past. Should the council choose not to award, all bids would need to be rejected and the work re-bid with a revised scope, or the City Code waived and the contract awarded to an alternate vendor.	Blenniss / Catalano

6. **21-1125** Approve the award of Bid 21-273, Cartage Services, to International Hauling and Excavating for an amount not to exceed \$162,500 and for a one-year term
7. **21-1089** Approve the award of RFP 21-221, Relay Upgrade Engineering, to SynchroGrid Limited, LLC for an amount not to exceed \$103,260
8. **21-1114** Approve the award of RFP 21-059, Outage Management System, to Schneider Electric for an amount not to exceed \$384,645 plus

5% contingency

9. **21-0832** Waive the code to award a five-year extension to Contract 16-246, Agenda Management Software, to Granicus, Inc. for an amount not to exceed \$175,637.80

Q:	For me as council Granicus has limited user friendly features, particularly for Q&A. Will any new features to be offered in the future?	Gustin
A:	We are in discussions with Granicus to determine whether any improvements to iLegislate (the City Council platform) are available. The Granicus platforms are created around standard processes and workflows used across municipalities. The Q&A is Naperville-specific process, but we will work with Granicus to determine if there are opportunities to better leverage the system for the Q&A.	Schatz
Q:	Has staff looked at other systems? The current system is not user friendly. There are so many steps, for example, for the public to get to the City Council agenda. A resident can easily miss one step and not find the agenda altogether. Another example is that the Q&A is not seen unless you know where to look for it. I have to believe that there are more user friendly systems out there now.	Bruzan Taylor
A:	The City completed an RFP in 2016 for agenda management systems and evaluated four different systems. Granicus was the best software and met all needs of the City (video streaming, agenda management for City Council and Boards and Commissions, meeting minutes, and Board and Commission application processes). Staff will review guidance to the public regarding how to find and navigate City Council and Board and Commission agendas. The Q&A is a Naperville-specific process, but we will work with Granicus to determine if there are opportunities to better leverage the system for retrieval and dissemination.	Schatz
Q:	Can we ask that Granicus do a more comprehensive job of linking related items across its platforms, or deleting superfluous pages? For example, take a look at this page, which does not adequately link to the agenda or provide useful information that is available elsewhere on the site: https://www.naperville.il.us/events/event?id=government-meetings.rss?eventId=149148751	Holzhauser
A:	We actively review the pages on the City website to identify opportunities for improved linkages and removal of unnecessary pages. The page referenced above is not generated by Granicus but instead the City's overall event calendar which includes government meetings as well as community events. The Communications staff hand-enters in all government meetings in order for these meetings to display on the City's homepage. The calendar software generates a page for each event/meeting.	Schatz

10. **21-1123** Approve the award of Change Order #1 to Contract 21-180, Central Parking Facility - Jefferson Avenue Sign Replacement, to Omega Sign and Lighting, Inc. for an additional 51 days
11. **21-1129** Accept the public underground improvements at Best Buy Carpet and Granite and authorize the City Clerk to reduce the corresponding public improvement surety

- 12. 21-1131 Waive the first reading and pass the ordinance amending Title 2 (Boards and Commissions), Chapter 4 (Building Review Board), Section 2 (Membership) of the Naperville Municipal Code regarding Building Review Board vacancies (requires six positive votes)

Q:	The problem I have with this is that I don't think the city does a good job of advertising the vacancies on our boards and commissions. I'd like to see a much better job of notices to go out to all forms (papers, Facebook, Naper Notify, city bills, etc.)	Hinterlong
A:	We have begun promoting openings on the City's social media channels, in the <i>Connected</i> newsletter and will be rotating the link on the City's website home page.	LaCloche
Q:	What "powers and duties" does the Building Review Board have? Does this change mean that it may not have any people with expertise in architecture, plumbing, electric and construction contracting serving on it? What are the implications to the City and the Board's decisions if a majority of members do not have specific professional expertise?	Sullivan
A:	<p>The Powers and Duties of the Building Review Board are as follows:</p> <ol style="list-style-type: none"> 1. To receive, investigate, hold hearings on, make findings of fact, and process, as hereinafter set forth, any application for a ruling on, or variation from, the electrical, plumbing, building or fire/life safety regulations of the City. 2. To make recommendations to the City Council upon its findings of fact and recommendations on any application filed with the Board. 3. To perform the duties and functions assigned to the Electrical Commission by 65 Illinois Compiled Statutes 5/11-27-3, regarding the inspection of electrical equipment. 4. To review building codes, building material requirements, new construction methods, and building safety regulations and to make a recommendation to the City Council on any revisions that should be made to those code provisions as the Council may request. 5. To render a written annual report to the City Council of its activities, and its recommendations, if any, with respect to the enforcement or amendment of any of the ordinances within its jurisdiction; and to render such reports and recommendations as the City council may request. 6. To keep a separate file of every application filed, and keep an accurate record of all its proceedings. <p>The requirements for the 'at-large' positions on the Building Review Board also require "specialized training and/or experience applicable to one or more of the fields of expertise with which the Board will be dealing." The membership of the Board will not, at any time, be inexperienced in matters of building construction and review. The Mayor will continue to aim to include representation of all of the member roles defined by code. The proposed revisions to the code reflect the smallest change necessary to enable more applicants to serve and fill vacancies on the Board.</p>	Barfuss
Q:	The Building Review Board is a highly specialized board where those not in a professional field will miss numerous technical points that provide a benefit to the Boards recommendations and eventually to council. What is the recommended timeframe before appointments of layman are made to the vacant spots? What is the workload of this Board, how many meetings last & this year?	Gustin

A:	<p>In 2020, the Board had four meetings. In 2021, the Board has had three meetings to date.</p> <p>The proposed code revision does not include a specified timeframe that professional vacancies remain open before an "at-large" appointment can be made.</p>	Barfuss
Q:	<p>I am concerned that by removing the professional requirements of the Building Review Board that we are hurting the integrity of the BRB. Please provide more history/details as to why this is necessary? For example, how many vacancies are there for the BRB board and how long vacant? Are there no applications for the BRB where professional qualifications are met? If there are current applications for the BRB where the professional qualifications are met and there are vacancies, why has the mayor not recommended their appointment?</p>	Bruzan Taylor
A:	<p>There are two current vacancies on the Building Review Board:</p> <ol style="list-style-type: none"> 1. Registered engineer or architect experienced in building construction – VACANT since November 28, 2020 2. A person with training and/or experience in plumbing construction – VACANT since May 30, 2021 <p>We currently have one applicant on file and he does not meet the qualifications of these two positions. He would meet the requirement of an "at-large" position. The applicant has not yet been interviewed.</p> <p>Since January 2020 there have been 6 eligible applicants to the Building Review Board. Two were appointed (Anees Rahman – Electrician and Jeff Gross – At Large). Two were appointed to other Boards and Commissions they applied for (Jeff Wigfield – Downtown Advisory Commission and Inga Orolin -Transportation Advisory Board) and one eligible applicant remains on file.</p>	Barfuss

- 13. 21-1093** Pass the ordinance establishing temporary traffic controls for the 2021 G.L.O.W. 5K Run and issue a Special Event permit

	<p>Last week the organizer notified staff that this year's event will be canceled. Accordingly, this item should be removed from the agenda and no action taken.</p>	Gallahue
--	--	----------

- 14. 21-1094** Pass the ordinance establishing temporary traffic controls and issue a Special Event permit for the 2021 Riverwalk Fine Art Fair on September 18-19, 2021

- 15. 21-1079B** Pass the ordinance granting approval of a conditional use for an automobile service station/repair facility at 1032 E. Ogden Ave (Alianza Mufflers and Brakes) - PZC 21-1-071

- 16. 21-1098** Adopt the resolution approving intergovernmental agreements with the Illinois Department of Transportation for the maintenance and energy of traffic signals located on state routes

Q:	<p>Is payment of energy costs new? Explain exactly what energy is being considered.</p>	Gustin
----	--	--------

A:	The energy component of the agreements refers to the electric service needed to power the traffic signals. Traffic signal agreements with partner agencies (including previous agreements with IDOT) have typically considered the ongoing operating cost of the electric service.	Hynes
-----------	--	-------

L. ORDINANCES AND RESOLUTIONS:

1. **21-1127** Conduct the first reading of the ordinance amending Title 11 (Motor Vehicles and Traffic), Chapter 2 (Parking), Article B (Municipal Parking Lots and Parking Regulations) of the Naperville Municipal Code to modify regulations for the City's commuter parking lots

Q:	As we move towards more technology driven parking how will the city address those parking customers who do not have the most recent technology, i.e. flip phones where day parking apps are not available?	Gustin
A:	The City of Naperville currently offers PayByPhone as an option for daily parking, through which commuters can pay by phone or mobile app. Commuters who do not or can not use that technology can use the parking payment machines located at the stations. Various user needs will be considered as the City evaluates other technology for commuter parking.	Louden

M. AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:

1. **21-1111** Approve the award of the second year extension to Contract 17-159, Polyethylene/PVC Conduit Qualified Suppliers, for future spot purchases to Power Line Supply and Universal Utility Supply Company of Illinois for an amount not to exceed \$1,121,150 and for a one-year term

Q:	As this item exceeds the budget, and the COVID shortage of product is effecting pricing does staff foresee more increases in product costs? If so what adjustments will staff recommended and/or are there budget savings in other areas staff is considering?	Gustin
A:	The Electric Utility warehouse is continually working through long lead times as well as inconsistently rising prices on commodities required to operate and maintain the Utility. The increases on this procurement are related to continual supply chain issues from COVID and multiple plant shutdowns through the year, thus we foresee these increases on PVC/Poly remaining well into 2022. The Utility had procured a portion of the materials required for its 2021 construction season prior to the increases in prices and will continue to update council as procurements are processed if customer service will be impacted. For those projects that are customer or developer driven pricing increases will be passed on. Long term contracts like this one, allow the Utility to lock in suppliers to provide the best pricing and delivery terms as materials are needed. Historically, purchasing items that require large amounts of storage area in the warehouse has shown to be advantageous from a cost and storage perspective. At this time, while one account of the Utility	Groth

	is over budget, Electric Utility Fund expenses in total remain in line with the approved budget.	
--	--	--