

Oct. 20, 2020 Council QA

Friday, October 16, 2020 8:25 AM

F. AWARDS AND RECOGNITIONS:

1. **20-1229** Proclaim October 24, 2020 as World Polio Day
2. **20-1232** Proclaim October 2020 as National Disability Employment Awareness Month

I. CONSENT AGENDA:

1. **20-1170** Approve the cash disbursements for the period of 09/01/2020 through 09/30/2020 for a total of \$33,012,058.35

Q:	Please provide a graph by department, total budget for 2020 comparing to date expenses.	Gustin
A:	A graph of the 2020 Budget Report (Department Budget to Actual) is attached.	Mayer

2. **20-1169** Approve the minutes of the City Council-Affordable Housing Recommendations Workshop of September 29, 2020
3. **20-1200** Approve the regular City Council meeting minutes of October 6, 2020
4. **20-1236** Approve the City Council meeting schedule for October, November & December 2020
5. **20-1021** Approve the award of Option Year One to Contract 17-084, Riverwalk Consultant, to Engineering Resource Associates, Inc. for an amount not to exceed \$167,500

Q:	Beyond attending the bimonthly Riverwalk Commission meetings, what work/deliverables are expected from ERA in Option Year One?	Sullivan
A:	The most important work that ERA will provide the Riverwalk Commission in 2021 is resident engineering and inspection services during the rehabilitation of the Moser Tower and Carillon. The construction will involve unique rehabilitation methods that City staff has very limited experience with so we will need to rely on experts who do this work on a regular basis. In addition to the Moser Tower, there are structural walkway repairs that need to be done on the sidewalk on the west side of Eagle Street adjacent to the quarry.	Novack

- 6. **20-1084** Approve the award of Option Year Two to Contract 17-219, Public Safety Uniforms and Equipment Cooperative Contract, to Galls and Lawmen’s & Shooter’s Supply Inc. for an amount not to exceed \$119,000

Q:	When a company claims they have increased labor costs, do we make them provide proof that they have increased labor costs?	Hinterlong
A:	It largely depends on the type of contract. For construction contracts, yes, in most instances, proof of labor cost increases would be required. For service and supply contracts, staff will generally require proof of labor cost increases only in the event the requested increase exceeds certain indicators (i.e. prevailing wage rates or inflationary rates (based on CPI).	Catalano

- 7. **20-1087** Approve the award of Option Year Two to Contract 17-124, Fire Department Personal Protection Gear, to Equipment Management Co., LION First Responder and Air One Equipment for an amount not to exceed \$140,000 and for a one-year period
- 8. **20-1116** Approve the award of Cooperative Procurement 20-362 for Uniforms, Equipment, and Accessories, to Galls LLC for an amount not to exceed \$134,260 and for a one-year term
- 9. **20-1109** Approve the award of Bid 20-306, Biosolids Removal Services, to Stewart Spreading Inc. for an amount not to exceed \$509,000 for a two-year term

Q:	Did vendor provide any reasoning for the >25% increase this year?	Sullivan
A:	We reached out to the vendor and their response was as follows: <ul style="list-style-type: none"> • Their drivers are paid prevailing wages, this increased; • Their Insurance cost increased; and • Their costs to maintain the equipment has increased due to COVID. 	Blenniss

- 10. **20-1114** Approve the award of the Second Three-year Extension to Contract 16-054, Flow Meter Maintenance, Flow Data Analysis, and Sanitary Sewer Overflow (SSO) Alarming Service, to ADS Environmental Services for an amount not to exceed \$836,000
- 11. **20-1124** Approve the award of the first year Extension to Contract 17-159, Polyethylene/PVC Conduit Qualified Suppliers, to Power Line Supply and Universal Utility Supply Company for an amount not to exceed \$309,900

- 12. **20-1126** Approve the award of Cooperative Procurement 20-370, Rock Salt, to Cargill Inc. for an amount not to exceed \$604,512

<p>Q:</p>	<p>With capacity of only 3000 tons of salt in our salt domes do we delay our order till we have capacity? If not where do we store the extra 9000 tons of salt?</p> <p>How do we arrive at \$604,512 when \$41.98 x 12,000 = \$503,760?</p>	<p>Hinterlong</p>
<p>A:</p>	<p>Salt is ordered as it is needed throughout the season to replenish the domes following winter events. All of the salt will be stored in the salt domes. Because pricing received this year is favorable, the award amount includes funding for the maximum quantity allowed (\$41.98 X 14,400 = \$604,512). The City is able to order between 9,600 and 14,400 tons of salt. The amount ordered will depend on the severity of the winter and how much salt is used. The salt we purchase as part of this bid helps replenish our domes so we start next year's winter season (21/22) in the same position we are starting this winter season, which is particularly important since we use approximately 14,000 tons on average for a moderate or typical winter for this area.</p>	<p>Dublinski</p>
<p>Q:</p>	<p>Does staff anticipate any modification in salt use due to reduced transit use, both bus, car and Metra? If so, what changes will be recommended. If not, why?</p>	<p>Gustin</p>
<p>A:</p>	<p>DPW will continue to try to reduce salt usage. DPW is working with TED to determine if less service can be provided on commuter lots due to low use of lots. However, with COVID continuously evolving and changing we need to be prepared for the usual traffic on City roadways. Also, a priority for DPW is to always clear the roads and make it safe for first responders. This need is not something that will change due to COVID.</p>	<p>Dublinski</p>

- 13. **20-1147** Approve the award of Option Year One to Contract 18-027, Architectural and Engineering Services, to Kluber Architects and Engineers and Legat Architects, Inc. for an amount not to exceed \$125,000
- 14. **20-1156** Approve the award of Option Year Three to Contract 16-353, Consulting Engineering Services for Soils and Materials Testing, to Midland Standard Engineering for an amount not to exceed \$120,000
- 15. **20-1199** Approve the award of Option Year One to Contract 18-032, Engineering Services for Storm Water Management and Special Management Area Projects, to Christopher B. Burke Engineering, Ltd., Engineering Resource Associates, V3 Companies Ltd., and WBK Engineering Ltd. as approved vendors for future projects for a one-year term
- 16. **20-1175** Approve the award of Option Year Three to Contract 16-260, Contract Meter Reading Services for Water, to Alexander's Inc. for an amount not to exceed \$445,000 and for a 12-month term (Item 1 of 2)

- 17. **20-1218** Approve the award of Change Order One to Contract 16-260, Meter Reading Services for Water, to Alexander’s Inc., expanding the scope of and extending the contract term by four months to December 021 (Item 2 of 2)
- 18. **20-1228** Accept the public street improvements at Park’s Edge Subdivision and authorize the City Clerk to reduce the corresponding public improvement Surety.
- 19. **20-1018** Waive the applicable provisions of the Naperville Procurement Code and award Procurement 20-333, Health Screening Services, to Edward Elmhurst Health Services (EEHS) for an amount not to exceed \$687,000 for a three-year term (requires six positive votes)

Q:	Will staff determine what or if any of these costs will be reimbursable under the CARES act monies the city may receive from the county?	Gustin
A:	Yes, staff will review all expenses from Edward Elmhurst Health Services to determine if any costs are reimbursable under CARES Act funding received from Will and DuPage County.	Sheehan

- 20. **20-1134B** Waive the first reading and pass the ordinance to establish a 25 mph speed limit for the Atwater Subdivision (requires six positive votes)
- 21. **20-1136B** Waive the first reading and pass the ordinance to establish a 25 mph speed limit for several subdivisions and streets across Naperville (requires six positive votes)
- 22. **20-1113** Conduct the first reading of an ordinance amending Title 1 (Administrative) Chapter 8 (Municipal Departments) Article B (Fire Department) of the Municipal Code related to ambulance and emergency response services

Q:	What happens if a Naperville resident doesn’t have any insurance at all? Are they charged?	Hinterlong
A:	All ambulance trips generate a bill for service that is automatically sent to the patient’s insurance provider. If insurance denies the claim, or does not cover any part of the bill, the remaining balance is written off for a resident of Naperville. If the patient is a resident, and does not have health insurance, they just have to send a letter to finance advising that they are a resident and do not have insurance. Finance would approve the write-off if the contracted billing company is unable to determine if there is insurance coverage for the patient.	Puknaitis

23. **20-1155** Conduct the first reading of an ordinance amending Title 1 (Administration) Chapter 9 (Municipal Finances) Article H (Fees for Construction and New Development) of the Municipal Code related to elevator inspection fees

Q:	Can staff confirm this is a reduction of inspection costs?	Gustin
A:	Yes. This change will decrease City inspection costs paid to our third party elevator inspection contractor as they will conduct only one, not two, inspections per year. It will also decrease customer inspection costs each year.	Emery

24. **20-1149** Pass the ordinance approving a request for a temporary use for the Naper Lights Winter Wonderland on Water Street sponsor display at 141 Aurora Avenue from November 14, 2020 to January 9, 2021

25. **20-1074B** Pass the ordinance approving a conditional use and variance to permit an automobile service and repair facility in the B3 District at 1126 E. Ogden Avenue (Belle Tire) - PZC 20-1-050

26. **20-1090C** Pass the ordinance approving a setback variance to Section 6-7D-7 for the property located at 110 S. Washington Street (Central Park Place) - PZC 20-1-083

27. **20-1207** Pass the ordinance establishing Special Service Area No. 33 for downtown maintenance and marketing services to replace expiring Special Service Area No. 26

Q:	Can staff explain items covered by 2/3 maintenance items (less marketing)? Can staff provide information on salaries, vehicle service and replacement in the attached financials?	Gustin
A:	A categorical breakdown is provided in Attachment #4 of the agenda item (20-1207). The SSA provides for costs required to maintain the downtown, including public safety. Salaries include a portion of wages and benefits for the Downtown Beat Officer, Community Service Officers and Public Works employees. There are no vehicle replacements budgeted in 2021 under this SSA; however preventative maintenance and repair costs for vehicles and equipment used for snow removal and other maintenance within the Downtown are expended to the SSA.	Mayer

28. **20-1234** Pass the ordinance authorizing the execution of a cable television franchise agreement between the City of Naperville and Comcast of Illinois/West Virginia, LLC.

Q:	Does staff complete comparisons of other benchmark communities on franchise fees and peg rates or are these regulated by state or federal jurisdictions?	Gustin
A:	Franchise and PEG fees are capped by federal and state law at 5% and 1%, respectively. Most municipalities receive the maximum 5% franchise fee. However, some municipalities receive less than a full 1% PEG fee since PEG fees are required by federal law to be used for capital expenditures related to the provision of public, educational, and government cable programming (PEG programming). The City has sufficient PEG-related capital expenses to justify the maximum PEG fee in part due to Naperville's local public access station, NCTV, as well as the programming the City provides on WCNC. In the proposed agreement, the City will receive the maximum 5% franchise fee and the maximum 1% PEG fee allowable by law.	DiSanto

J. PUBLIC HEARINGS:

- 20-1221** Conduct the public hearing for a Substantial Amendment to the Program Year 2019 Community Development Block Grant Annual Action Plan in the amount of \$107,075 and a change to the scope of work for the Little Friends, Inc. and Turning Pointe Autism Foundation projects due to COVID-19 (Item 1 of 2)

Q:	What is the deadline for block grant requests? What was the submission date of these requests? Was this to be included in the last block grant approval? What is the balance in the fund prior to this request? To date, are other agencies allowed to make similar requests?	Gustin
A:	The funds in this agenda item are from the Program Year 2019 CDBG allocation. The deadline for applications for Program Year 2019 was October 2018. City Council approved the Program Year 2019 awards in June 2019. Both Little Friends and Turning Pointe had intended to complete the approved projects in early 2020 but were unable due to the COVID-19 pandemic. Both organizations reevaluated their needs and determined that other similar projects would be a better fit in the current circumstances. Other agencies that received Program Year 2019 funding could make similar requests, but most have either completed, or begun work, on the projects and are unlikely to request changes at this time.	Broder

- 20-1216** Approve a Substantial Amendment to the Program Year 2019 Community Development Block Grant Annual Action Plan in the amount of \$107,075 and a change to the scope of work for the Little Friends, Inc. and Turning Pointe Autism Foundation projects due to COVID-19 (Item 2 of 2)

Q:	With Turning Points estimate coming in at \$56,730.92, shouldn't our total award be \$72,953.92?	Hinterlong
A:	No. The Substantial Amendment is based on the original award	Broder

<p>amounts, not the revised project estimates. See below: \$90,852 (original Turning Pointe award) + \$16,223 (original Little Friends award) = \$107,075</p>	
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L. ORDINANCES AND RESOLUTIONS:

- 20-1197** Conduct the first reading of an ordinance amending the Naperville Municipal Code to expand and replace the Housing Advisory Commission and fair housing ordinance with the Human Rights and Fair Housing Commission and human rights and fair housing ordinance

Q:	What dollar amount does staff anticipate for ALJ hearing officer and/or other service costs? Please have legal staff call me.	Gustin
A:	Staff anticipates a formal hearing will cost approximately \$1,000 to \$2,500 for a(n) ALJ/hearing officer and court reporter, depending on the hearing length. The City may be able to recover hearing costs via a subsequent ordinance violation prosecution. We anticipate very few formal hearings will be needed.	DiSanto

- 20-801B** Adopt a resolution for a six-month waiver of certain liquor and tobacco license renewal fees and a one-year waiver of fees for outdoor seating permits for the 2020-2021 license year
- 20-977C** Receive the staff report for 126, 140, and 148 North Wright Street, 619 E. Franklin Avenue, and 147 N. Columbia Street (Heritage Place) - PZC 20-1-061, COA 20-2321 (Item 1 of 4)
- 20-979C** Option A: Concur with the HPC and uphold its ruling on COA #20-2321 denying the ordinance for the proposed exterior façade changes to the Kroehler Mansion and the proposed exterior façade of the townhome unit buildings for Heritage Place, or

Option B: Concur with the Petitioner and pass the ordinance authorizing COA #20-2321 to allow the proposed exterior façade changes to the Kroehler Mansion and the proposed exterior façade of the townhome unit buildings for Heritage Place (Item 2 of 4)

Q:	Has the petitioner made changes to the facade after HPC?	Gustin
A:	No changes to the façade have been made by the petitioner since review of the case by the HPC. However, if the City Council determines Certificate of Appropriateness #20-2321 should be granted, the approval will be subject to administrative approval of revised elevations for Heritage Place reflecting the reduced unit count. This is included in the COA ordinance.	Mattingly

- 5. **20-1241** Pass the ordinance approving the preliminary plat of subdivision and OAA for Heritage Place - PZC 20-1-061 (Item 3 of 4)

- 6. **20-978C** Pass the ordinance approving a conditional use, a variance to the front yard setback requirements, and a story variance for 41 residential units for Heritage Place - PZC 20-1-061 (Item 4 of 4)

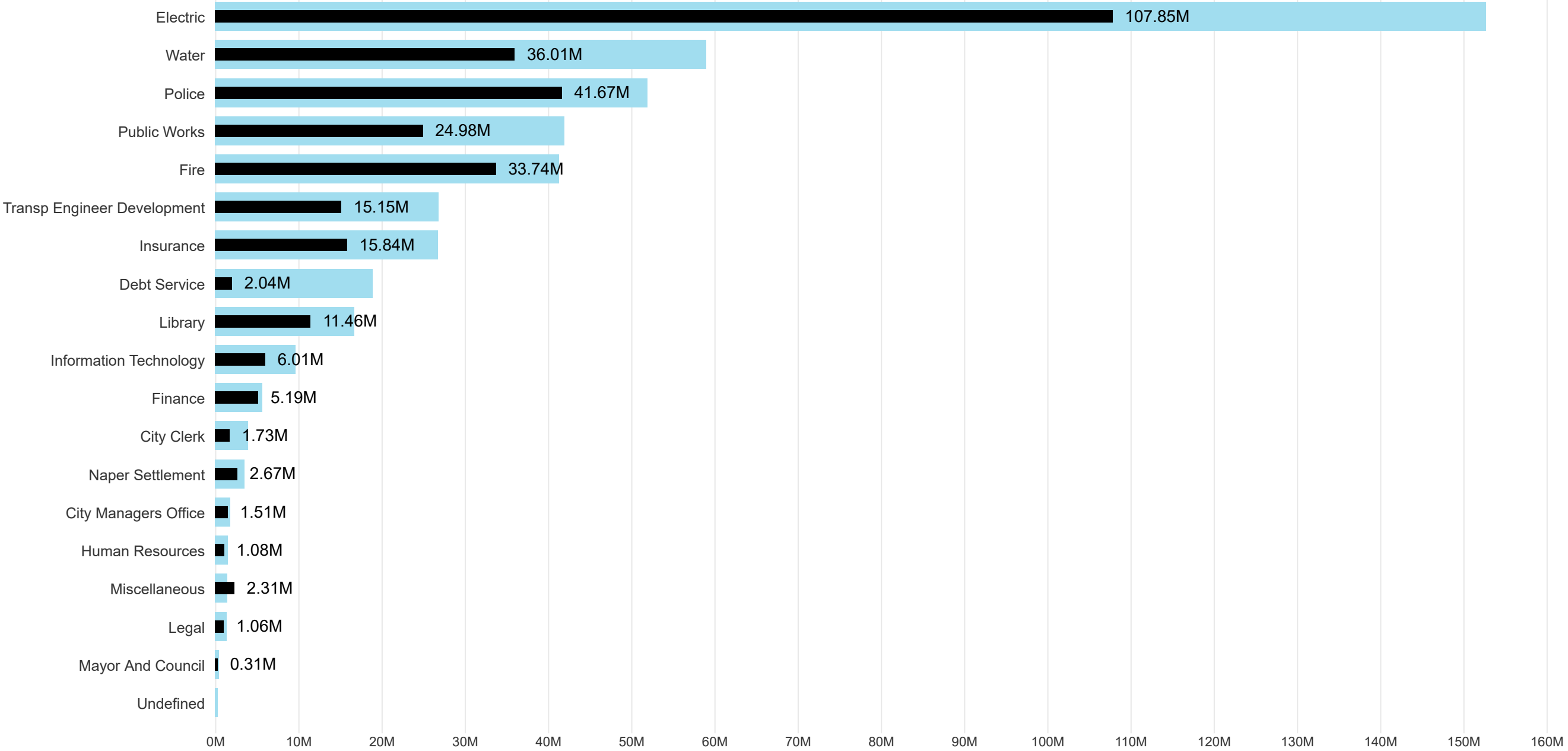
REPORTS AND RECOMMENDATIONS:

- 1. 20-1108 Endorse the Naperville Riverwalk 2031 Masterplan

- 2. 2-1242 Receive the October 2020 Financial Report

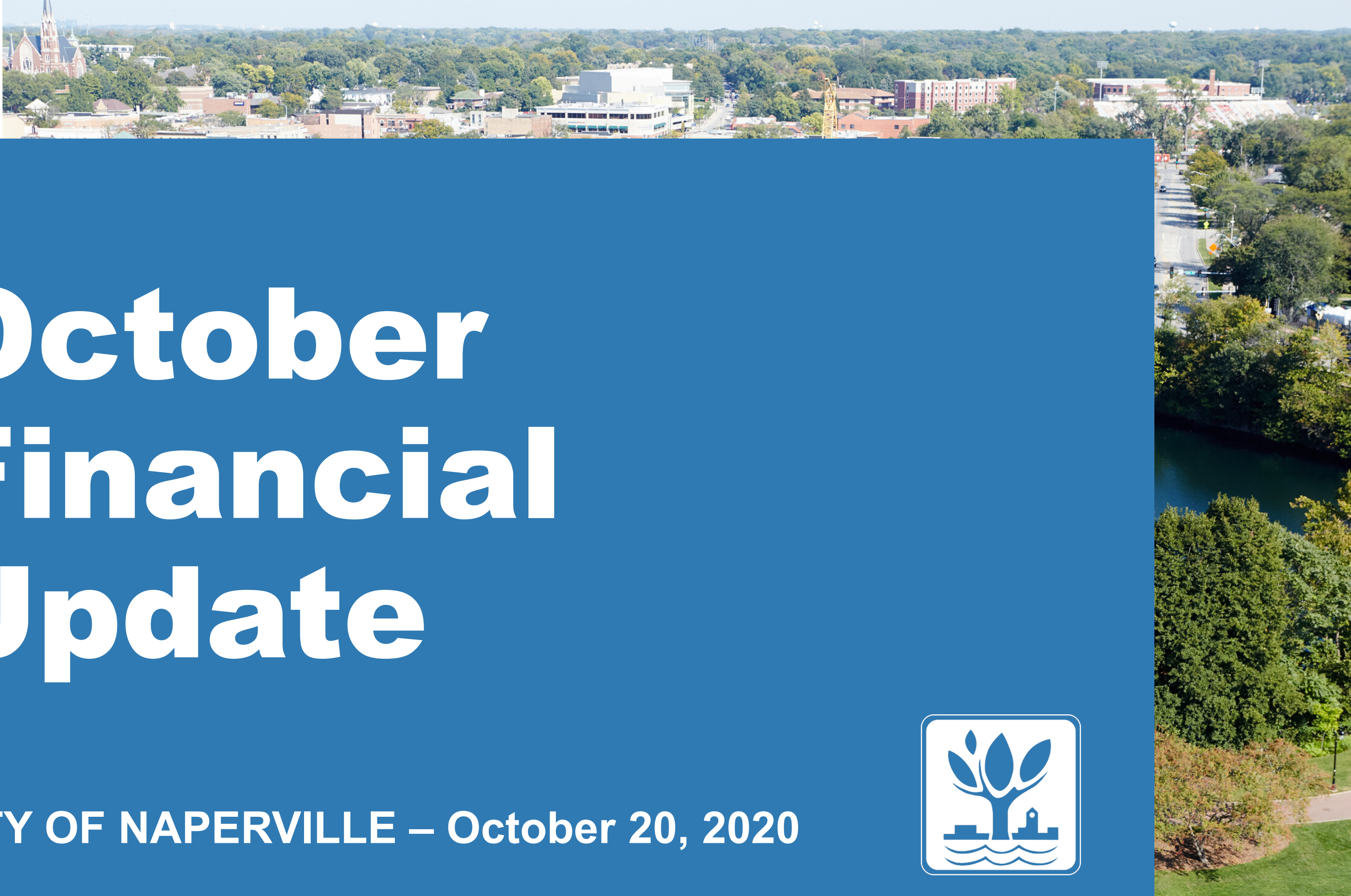
Attached is the presentation that will be provided on this agenda item at tomorrow's meeting.	Mayer
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2020 Budget Report (Department Budget to Actual) - September



October Financial Update

CITY OF NAPERVILLE – October 20, 2020



State Sales Tax

- 4.5% **above** original projections
- Likely tied to strong auto sales in month of July

Home Rule Sales Tax

- 14.4% below original projections
- Performing better than statewide year-over-year (-1.8% vs. -8.8%)

State Income Tax


- 18.4% **above** original projections

Motor Fuel Tax

- 3.1% below original projections

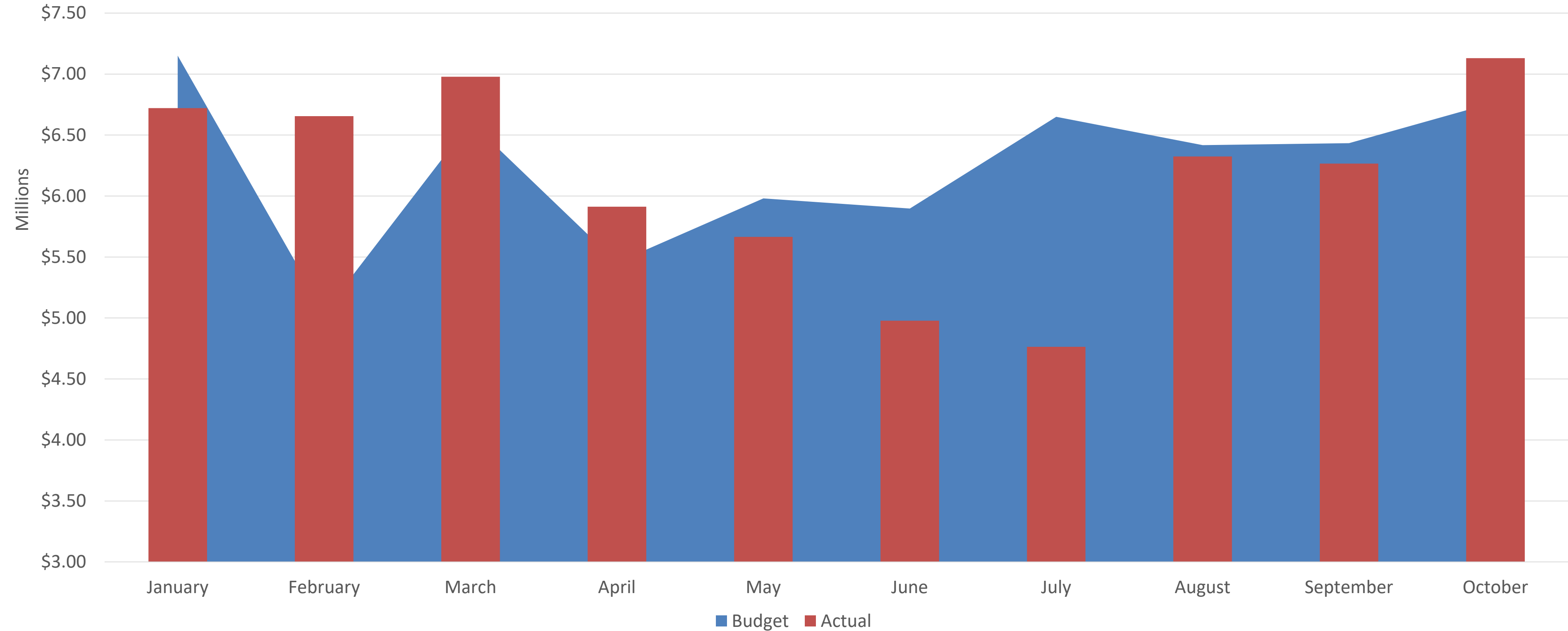
Local Use Tax

- 49.5% **above** original projections – increase in online sales



Although we have seen three consecutive months of improvement in most revenues, no clear trends have been established as to the pace of recovery into 2021.

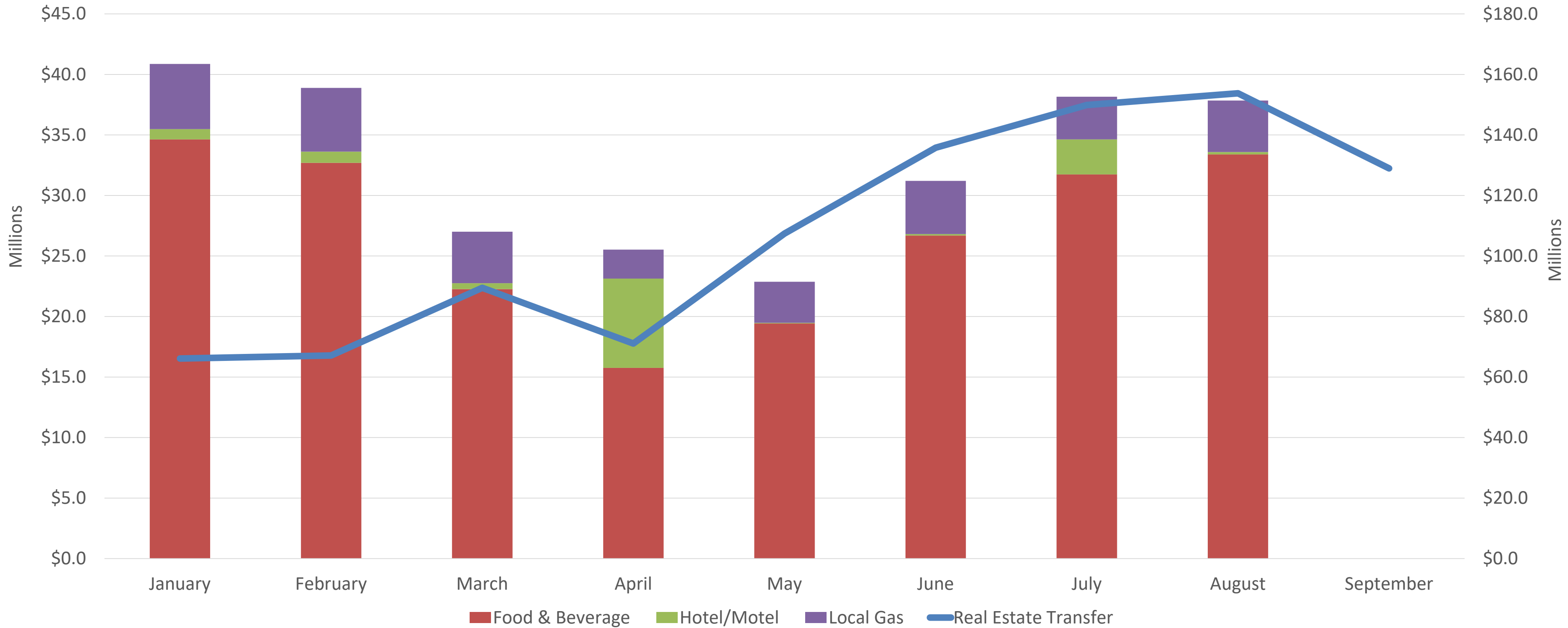
YTD State Shared Revenues



- Sales tax revenues continue to improve
- Major state revenues 1.2% below YTD projections through October
- Consumer spending habits continue to evolve

State Revenues

Taxable Sales by Reporting Period



- Food & beverage taxes continue recovery, up 5% from July
- Real estate sales declined 16% due to seasonal variation
- Property tax continues to align with prior years, 95% collection to date

**Local
Revenues**

Year-End Projection

General Fund Revenues

Without CARES Act dollars

\$5.3M shortfall

With CARES Act dollars

\$1.9M overage

- Year-end expenses: \$124.6 million; below budget by \$655K
- Conservative outlook for revenues in 2021 – unknowns include duration of pandemic, pace of economic recovery, future availability of federal aid
- Further discussion on impacts of above at upcoming budget workshops

QUESTIONS?

