

April 16, 2019 Q&A

Wednesday, April 10, 2019 4:58 PM

F. AWARDS AND RECOGNITIONS:

19-362 Proclaim April 22 - 28, 2019 as Earth Week in Naperville

19-372 Proclaim April 16, 2019 as Grace Seiboldt Day

I. CONSENT AGENDA:

19-348 Approve 03/08/2019 thru 03/29/2019 cash disbursement for \$12,540,810.44

Q:	Please provide a breakdown by Department, including budget approved and balance after expenditures to date in graph form. IT has some large expenditures. Please explain the reason why.	Gustin
A:	Attached is a breakdown of departmental expenses through the end of February 2019. The large expenditure of approximately \$900k related to IT is for the annual SAAS agreement with Tyler Technologies for the City's ERP system.	Mayer

19-367 Approve the regular City Council meeting minutes of April 3, 2019

19-363 Approve the City Council meeting schedule for April, May & June 2019

19-220 Approve the award of Bid 19-063, Concrete Restorations Services, to Whiteline Construction Inc., Baish Excavating Inc. and Davis Concrete Construction Company for an Amount not to exceed \$250,000, plus a 5% contingency

Q:	I 4. Why can't we get a single contractor to bid this work and have penalties for work not done on time, or incentives to get it done on time?	Hinterlong
A:	The City has historically had a single contractor, but penalties and incentives did not work well. Because the work is sporadic and not guaranteed, the City has on occasion had a hard time getting the contractors to come in on a timely basis. Having a list of contractors to pull from will increase the City's ability to get the work done as quickly as possible so that residents do not have their yards torn up for long periods of time. If the first contractor can do the work in the timeframe specified they will get the work. If their schedules do not allow them to come in when we need them, the City will be able to go to the next contractor on the list.	Dublinski

19-280 Approve the award of Bid 19-006, 2019 Sidewalk & Curb Maintenance Program, to Schroeder & Schroeder, Inc. for an amount not to exceed \$717,900, plus a 3% contingency (Item 1 of 2)

- 19-335** Pass the ordinance approving the 2019 Sidewalk & Curb Maintenance Program Property Owner's Cost Sharing Program (Item 2 of 2)

Q:	I 6. Does this contract include sidewalk infills or just replacement? If so, where are the sidewalks located? Why do we have unincorporated addresses on this list?	Hinterlong
A:	<p>The Property Owner's Cost Sharing Program lists all parcels which are either identified to have work performed through the Sidewalk & Curb Maintenance program or are adjacent to any street which is being micro-surfaced or resurfaced in the coming program year. This ordinance allows the City to assess a special tax against these properties for their share of the construction costs. Only those properties which have work completed will be assessed their appropriate costs.</p> <p>This program does not construct infill locations.</p> <p>Sidewalk and curb repair and replacement are performed within the City rights-of-way. There are various addresses which are unincorporated but are abutting City right-of-way. The City does not assess unincorporated properties for the homeowner share of the cost.</p>	Nichols

Q:	How many on this list of recommended sidewalk replacements are cost share with new construction, either tear downs or new subdivisions?	Gustin
A:	This program does not include new sidewalk installation. None of the locations on the list are a cost share with new construction.	Louden

- 19-281** Approve the award of Bid 19-005, 2019 Micro-surfacing Program, to Microsurfacing Contractors LLC for an amount not to exceed \$967,052, plus a 3% contingency

- 19-298** Approve the award of RFQ 19-023, Structural Engineering Consultants, to Ciorba Group, Inc., Engineering Resources Associates, Civiltech Engineering, Inc., and TranSystems as approved vendors for future projects and for a two-year term

Q:	I 8. What are the costs associated with these consultants?	Hinterlong
A:	There is no direct fiscal impact associated with establishing the shortlist of approved vendors. As projects arise during the term of the contract, a consultant will be selected from this list based on costs, availability, qualifications specific to a particular project and/or their performance on past projects. The first project that staff anticipates awarding to one of the shortlisted consultants is preliminary engineering for the 87th Street bridge just east of Plainfield-Naperville Road. The contract award will be submitted to City Council and the specific fiscal impact will be identified at that time.	Louden

- 19-320** Approve the award of Cooperative Procurement 19-126, Unit 245 Street Sweeper, to Standard Equipment Company for an amount not to exceed \$286,802.54

- 19-321** Approve the award of Cooperative Procurement 19-087, Police Department Garage Floor Restoration Project, to Garland/DBS Inc. for an amount not to exceed \$104,860, plus a 5% contingency

- 19-351** Pass the ordinance to establish temporary street closures and Parking restrictions for the 2018 Memorial Day Parade and issue a Special Event permit

- 19-356** Pass the ordinance approving a temporary use for a period of one year to allow two donation boxes at NaperWest Plaza, 510 S. Route 59.

- 19-330B** Waive the first reading and pass the ordinance to establish a no parking, stopping, or standing zone between 7:45 a.m.-8:15 a.m. and 2:15 p.m. - 2:45 p.m. on the east side of Sleight Street from a point 80' south of North Avenue to a point 80' north of School Street and to establish a line-up lane for student loading zone between 7:45 a.m.-8:15 a.m. and 2:15 p.m.-2:45 p.m. on the west side of Sleight Street from a point 80' south of North Avenue to a point 80' north of School Street (requires six positive votes).

- 19-359** Waive the first reading and pass the ordinance amending Chapter 3, Title 3, Section 11 (Liquor License and Permit Classifications) of the Naperville Municipal Code eliminating the sunset provision contained within the outdoor seating permit (requires six positive votes)

Q:	I 14. In the liquor commission minutes a commissioner states that these businesses will be upgrading their fencing and changing their layouts. Who will be changing their layouts and what will those changes look like? Please give a diagram of what Sullivan’s could do if they chose to put in outdoor seating.	Hinterlong
A:	Three establishments: Craftsmen by Two Brothers, Front Street Cantina and Quiubo, engaged in liquor service on the public way during the past year. If the sunset provision is eliminated it is anticipated that their layouts would remain the same, but that they may invest in upgraded fencing materials. It is also anticipated that Sullivan’s may seek to obtain an outdoor seating permit, however, Sullivan’s has not submitted any outdoor seating design plan. Any outdoor seating permit for Sullivan’s would need to maintain the 6’ to 8’ pedestrian clearance and have to be approved by the Liquor Commissioner.	Lutzke

Q:	If approved does this ordinance change allow any restaurant the right to have outdoor seating on city parkway/sidewalks? If the restaurant has a liquor license does this change automatically allow liquor services in outdoor seating area on city parkway/sidewalks? How will this affect the previously approved Downtown streetscape SSA design? If approved do you see an increase in outdoor seat locations? If so, how many?	Gustin
A:	The proposed ordinance only eliminates the sunset provision, all other regulations remain status quo. The current outdoor seating ordinance allows for outdoor seating on public and private property. If on public property then:	Lutzke

- The premises must be kept free from refuse at all times and the public way be maintained in its existing condition.
- Food preparation is prohibited and outdoor seating may not interfere with pedestrian use or ingress and egress from any establishments.
- Outdoor seating areas may not extend beyond the boundary of an establishment's façade
- All items placed on the public way for outdoor seating must be located so that a clear path of at least six contiguous feet and, when possible, eight contiguous feet, are provided for passage of pedestrians, with an exception for Quiubo.
- There is also a requirement for a distinct and functional barrier (for those establishments serving liquor in this area) and that items be removed from the sidewalk between November 2 through March 31st.

There is currently a cap of five outdoor seating permits in the downtown for restaurants serving liquor outside on public property.

Three establishments: Craftsmen by Two Brothers, Front Street Cantina and Quiubo, engaged in liquor service on the public way during the past year. If the sunset provision is eliminated it is anticipated that Sullivan's may seek to obtain an outdoor seating permit.

The outdoor seating ordinance requirements are consistent with the recommendations provided in the Downtown Streetscape design. Specifically, these recommendations recommend a clear walking path adjacent to the businesses with seating areas added within the amenity zone (area between curb and sidewalk).

19-361 Adopt the resolution authorizing the City Manager to submit an application to the Regional Transportation Authority requesting a continuation of federal funding for the Ride DuPage to Work program

Q:	<p>1. I.15 (19-361) Ride DuPage to Work Grant</p> <p>a. Is the trip data cited in the report (28,000 in 2018) the number of trips for all of DuPage or Naperville ridership?</p> <p>b. Just to clarify – this federal money that is granted through the RTA, correct?</p>	Boyd-Obarski
A:	<p>a. The trip data includes all partners (City of Naperville, Naperville Township, Lisle Township, Wheatland Township, Milton Township, City of Wheaton and Village of Glen Ellyn).</p> <p>b. The Enhanced Mobility of Seniors and Individuals with Disabilities Program (Section 5310) is a federal program administered by the Federal Transit Administration (FTA). The RTA was designated by the Governor of Illinois to receive and dispense FTA Section 5310 funds.</p>	Venar

19-223B Pass the ordinance approving a variance to Section 6-16-5:2.2.1 of the Naperville Municipal Code in order to install a monument sign on the subject property located at 1120 S. Route 59 (Seigle's Cabinet Center)
-PZC 19-1-05

J. PUBLIC HEARINGS:

19-346 Conduct the Public Hearing for the Community Development Block Grant Program Year 2019 Annual Action Plan (Item 1 of 2)

19-347 Approve the Program Year 2019 Annual Action Plan allocating a total of

\$637,898 of Community Development Block Grant funds (Item 2 of 2)

Q:	<p>1. J.2 (19-347) Approve CDBG Action Plan</p> <p>a. Please explain the inclusion of “people with chronic disabilities” in the explanation of the Public Services grant to DuPage PADS, Olympus Place, I do not see chronic disabilities as a criteria in the application summary. Would that limit PADS use of the money?</p> <p>b. Under Contingency #1 – If that contingency occurs, how will the decision as to which of those activities are funded be made?</p>	Boyd-Obarski
A:	<p>a. The Illinois Independent Living Center project will implement energy saving initiatives for the disabled. The DuPage PADS project is for rental assistance for the homeless.</p> <p>b. Staff will bring a recommendation to the City Council for review and approval.</p>	Gallahue

Q	<p>Is this the full list of those requesting funds? If not please provide the complete list and criteria for selection with amount designation. Can city council offer recommendations on allocation of funds?</p>	Gustin
A:	<p>The list of all applicants, requests, and awards is attached in the table below. Also attached is the PowerPoint that is presented at the applicant workshop that explains award criteria as well as the scoresheet used by the evaluating team. The AAP has been available for public comment since March 18 and the City Council can certainly offer suggestions on how funds should be allocated.</p>	Gallahue

19-354 Conduct the public hearing to consider the Annexation Agreement for the vacant property generally located east of Book Road and north of Hassert Boulevard (The Enclave on Book) - PZC 19-1-09 (Item 1 of 8)

19-224B Receive the staff report for the property located east of Book Road and north of Hassert Boulevard (The Enclave on Book)- PZC 19-1-09 (Item 2 of 8)

Q:	<p>J 4. Why couldn't the first subdivision be built?</p>	Hinterlong
A:	<p>Per the petitioner, the first subdivision could be built; however, the market showed a much stronger need for an “empty-nester” type product with first floor master suites and ranch home design alternatives. Most importantly, the petitioner noted that the senior market wants reduced maintenance from reduced lot size alternatives, as is planned within the proposed development. The prior subdivision included larger lots/homes than are desired by the targeted senior market.</p>	Mattingly
Q:	<p>Staff, does this project fit in the attainable price housing market? The petitioner is increasing the number of units with flexibility on the side yard setbacks. With a 2 car model the side yards setback offers 8' however with three car garage the request is 3' less than required in R1 reducing the side yard setback below city setback requirements. What if all buyers select the 3 car garage option? Can we restrict how many 3 car units will be allowed on the site? Please provide senior restricted on this site, in deed, bylaws, covenants or is it senior friendly?</p>	Gustin
A:	<p>There have been references by the petitioner during case discussions that the proposed homes would be in the range of \$750,000. This price point would not result in this project's classification as affordable. As was discussed at the</p>	Mattingly

	<p>April 3rd City Council meeting, the City does not currently have a definition for "attainable housing".</p> <p>Staff has added a condition to the ordinance that the reduced side yard setback can only be applied to homes that select the 3-car garage option; therefore, this variance will not apply to all potential home models. Staff does not have a particular concern with the resulting site design if all lots select the 3-car garage option; however, City Council could include a condition restricting the number of lots that can select this option if they so choose.</p> <p>The age-restriction (at least 80% of the homes within the subdivision to be occupied by at least one resident who is 55 years of age or older and prohibits the residency of anyone under the age of 22 years) is included as a required condition in the annexation agreement and will also be recorded as a deed against the property.</p>	
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19-360 Pass the ordinance revoking the prior ordinances approving the Enclave on Book - PZC 18-1-01 (Item 3 of 8)

19-355 Pass the ordinance authorizing execution of the Annexation Agreement for the vacant property generally located east of Book Road and north of Hassert Boulevard (The Enclave on Book) - PZC 19-1-09 (Item 4 of 8)

Q:	<p>J 6. What's the age restriction? If the day ever comes that the age restriction gets lifted years down the road, will the school donation have to be paid? If so, by whom? And at what rate? Today's calculation or the rate at when (the time) it gets lifted?</p>	Hinterlong
A:	<p>The proposed age restriction covenant requires at least 80% of the homes within the subdivision to be occupied by at least one resident who is 55 years of age or older and prohibits the residency of anyone under the age of 22 years.</p> <p>The annexation agreement includes information regarding alterations to the proposed age restriction covenant after approval is granted. In short, any modification that would enable the generation of students is conditioned upon payment of a full school donation fee in accordance with the applicable Naperville Municipal Code provisions then in effect unless the School Board approves a Resolution that accepts less than a full fee.</p>	Mattingly

19-358 Pass the ordinance annexing the vacant property generally located east of Book Road and north of Hassert Boulevard (The Enclave on Book) - PZC 18-1-087 (Item 5 of 8)

19-271B Pass the ordinance rezoning the property generally located east of Book Road and north of Hassert Boulevard to R1 (Low-Density Single-Family Residence District) - PZC 19-1-09 (Item 6 of 8)

19-272B Pass the ordinance approving the preliminary/final subdivision plat for the residential development generally located east of Book Road and north of Hassert Boulevard (The Enclave on Book) - PZC 19-1-09 (Item 7 of 8)

19-273B Pass the ordinance approving three variances to Section 6-6L of the Naperville Municipal Code for the residential development generally located east of Book Road and north of Hassert Boulevard (The Enclave on Book) - PZC 19-1-09 (Item 8 of 8)

Q:	J 10. Do we have any elevations for these models?	Hinterlong
A:	Please find a copy of the elevations below. The elevations are also included as an attachment to the staff report (file #19-224B).	Mattingly

K. OLD BUSINESS:

L. ORDINANCES AND RESOLUTIONS:

M. AWARD OF BIDS AND OTHER ITEMS OF EXPENDITURE:

- 19-278** Approve the award of Bid 19-001, 2019 Street Resurfacing Program - MFT, to D Construction for an amount not to exceed \$3,175,986, plus a 3% contingency (Item 1 of 2)
- 19-297** Adopt an IDOT Resolution in the amount of \$3,175,986.00 to allow expenditure of State Motor Fuel Tax dollars to fund 2019 Street Resurfacing Program - MFT (Item 2 of 2)
- 19-279** Approve the award of Bid 19-002, 2019 Street Resurfacing Program - City, to K-Five Construction Corporation for an amount not to exceed \$4,533,938, plus a 3% contingency
- 19-291** Approve the award of Bid 19-103, Insulated Conductors, to The Okonite Co. for an amount not to exceed \$1,326,350
- 19-344** Waive the Naperville Procurement Code to reimburse the Rubin Partnership \$74,318.41 for preliminary streetscape design and survey work completed for Special Service Area #30 (SSA #30) contingent upon approval of SSA #30 (requires six positive votes)

Q:	M 5. I didn't think we decided on a cost split?	Hinterlong
A:	At the March 5, 2019 City Council meeting, a motion was made by Councilwoman Obarski, seconded by Councilwoman Gustin, to direct staff to "prepare an ordinance reflecting a 60% City/40% property owner cost participation to establish Special Service Area No. 30 for streetscape improvements on portions of blocks 429 and 430 of the downtown area in the City of Naperville if fewer than fifty percent of the property owners object in the next sixty days" (approved 9-0). The property owners have until April 22, 2019 to file objections to the formation of SSA #30 with the City Clerk; if 51% or more of the property owners or electors within SSA #30 object, then the SSA cannot be established. If a valid objection is not filed, an ordinance establishing the SSA (including the funding amount directed by City Council on March 5, 2019) will be presented to the City Council on May 21, 2019 or June 4, 2019.	Laff

Q:	Have we in the past waived our Naperville Procurement Code? If so please share when and for what reason? Are there any legal concerns?	Gustin
A:	There are no legal concerns with Council waiving the procurement code to authorize the reimbursement the preliminary design and survey work costs that were incurred prior to the City agreeing to split the costs of the streetscaping.	DiSanto

	<p>The City's Home Rule authority vests the Council with the ability to waive the procurement code and authorize awards outside of the typical procurement process when Council sees fit. In fact, the ability of Council to waive the procurement code is codified in the municipal code. Section 1-5-6-8:1.4.16 provides that six positive votes are required to pass a motion to waive bidding requirements under the City's Procurement Code when the expense thereof will exceed \$25,000.</p> <p>Staff does not keep track of when Council waives the procurement code, but it has been done in the past when circumstances warrant.</p> <p>It may be noteworthy to point out that if Council approves the 60/40 cost split it recommended on March 5, 2019, 40% of these preliminary design and survey work costs will be paid by private dollars via SSA 30.</p>	
Q:	Did the property owner do his due diligence to bid the work?	Hinterlong
A:	As a private entity, The Rubin Partnership is not subject to the same bidding requirements as a City procurement. However, similar to the City's process, The Rubin Partnership would consider qualifications in their selection of consultants. Hitchcock Design Group and Roake and Associates have successfully completed multiple past projects with The Rubin Partnership.	Louden

- 19-345** Authorize staff to use a modified procurement process with a limited field of consultants for the design of the Special Service Area #30 streetscape, roadway and utility improvements (RFP 19-112)

Q:	<p>1. M.6 (19-345) Procurement of Engineering Design Services SSA#30</p> <p>a. Given the multiple disciplines involved in this project, does Staff anticipate awarding only one design contract?</p> <p>b. Would potential contractors be allowed to form teams to bid on this project such that the multiple disciplines would be represented and coordinated by the team lead?</p>	Boyd-Obarski
A:	Staff anticipates that only one design contract will be awarded. Multiple firms included in the procurement are multi-disciplinary and have the expertise to address all aspects of the project. All firms have the option of including subconsultants as part of their project team to supplement expertise and resources, if needed.	Louden

- 19-369** Consider the petitioner's request to appeal the Historic Preservation Commission's decision regarding COA #19-402 for the subject property located at 26 N. Sleight

Q:	<p>1. O. 1 (19-369) Appeal of HPC Decision – 26 N. Sleight</p> <p>a. What mechanisms does the City have to require upkeep on a property once it has been deemed uninhabitable?</p> <p>b. If there is none, would it be possible to incorporate some requirement in the protected historic district?</p> <p>c. The report references “findings of fact” – are those the differences of opinion on page 2, responding to sections 5.1 – 5.6?</p>	Boyd-Obarski
A:	A&B. Section 6-11-9 (Historic Preservation: Maintenance and Repair Required) of the Municipal Code includes regulations on the maintenance and repair required for homes in the historic district. These regulations state that property owners, or the person in charge of any improvement in the historic district, shall not permit the improvement to fall into a state of disrepair which may result in the deterioration of any exterior appurtenance or architectural feature. Enforcement of this Section is pursuant to Section 6-3-10 (Administration and Enforcement: Violation, Penalties) and Section 5-1H (Building Regulations: Property Maintenance Code). Section 6-11-12	Mattingly

	(Fines and Penalties) additionally includes significant fines for illegal demolition or alterations to landmarked structures.	
	C. Correct, the responses to each of the factors for consideration of a Certificate of Appropriateness (sections 5.1-5.6) are a summary of the Commissioners findings of fact from the meeting. While the findings of fact are usually representative of the majority recommendation made by the Commission, in this case, the findings include differences in opinion based on the split vote.	

Q:	What's the 3 wall rule or whatever that rule is in these situations?	Hinterlong
A:	Due to the property's location within the historic district, it is subject to the regulations contained within Chapter 11 (Historic Preservation) of the Zoning Ordinance. This Chapter requires Historic Preservation Commission approval of a Certificate of Appropriateness (COA) for the full/partial demolition, renovation or addition to a home, as visible from the street. While other policies may define what constitutes a demolition vs.an alteration for other residential properties, these policies are not applicable within the historic district based on the COA requirements. Chapter 11 also provides significant fines for illegal demolition which are not applicable to non-historic district properties.	Laff

19-380 Approve the transition of the annual bulk curbside leaf collection program to a four-week, two-cycle program beginning in fall 2019

Q:	<p>Shouldn't the increase in the size of the community augment the extra cost with more residents available to pay for the services.</p> <p>This year more than others seemed to be bad for leaf pick up. I believe we have more of a communication issue than leaf pick up issue. If most residents understand the program and truck priorities, then I think we could mitigate most of the issues we saw last fall.</p> <p>Has there been a consideration for prioritizing particular areas of the City (most probably older developments) and giving them 3 pickups or possibly giving an option for residents to pay for an optional 3rd pick up? Would it make more sense to make it a "use only" program?</p>	White
A:	<p>The cost of the bulk curbside leaf collection program has remained consistent over the years. Because the budget for the program has not risen, as additional households have been added to Naperville, the actual cost per household for this program has actually decreased.</p> <p>The 2018 leaf program was a textbook example of all program constraints – weather inconsistencies, the need for adequate winter preparation time, and aging equipment – occurring. The biggest feedback received from last fall was that individuals wanted a consistent end date for the program that was not weather-dependent so that they could make alternate plans to dispose of their leaves. The proposed bulk curbside program uses data to set an end date for the program to help provide consistent, clear expectations with the community.</p> <p>More than two-thirds of the City consists of areas with larger, mature trees. Even the trees in south Naperville have matured to the point where our less efficient vacuum units can no longer be used to pick up the volume of leaves. It would not seem equitable to provide three pickups for some and only provide two pickups for others. The further we provide this service into November, when a third pick up would take place, the data shows the more likelihood winter weather will impact our ability to complete the job.</p>	Rutkowski

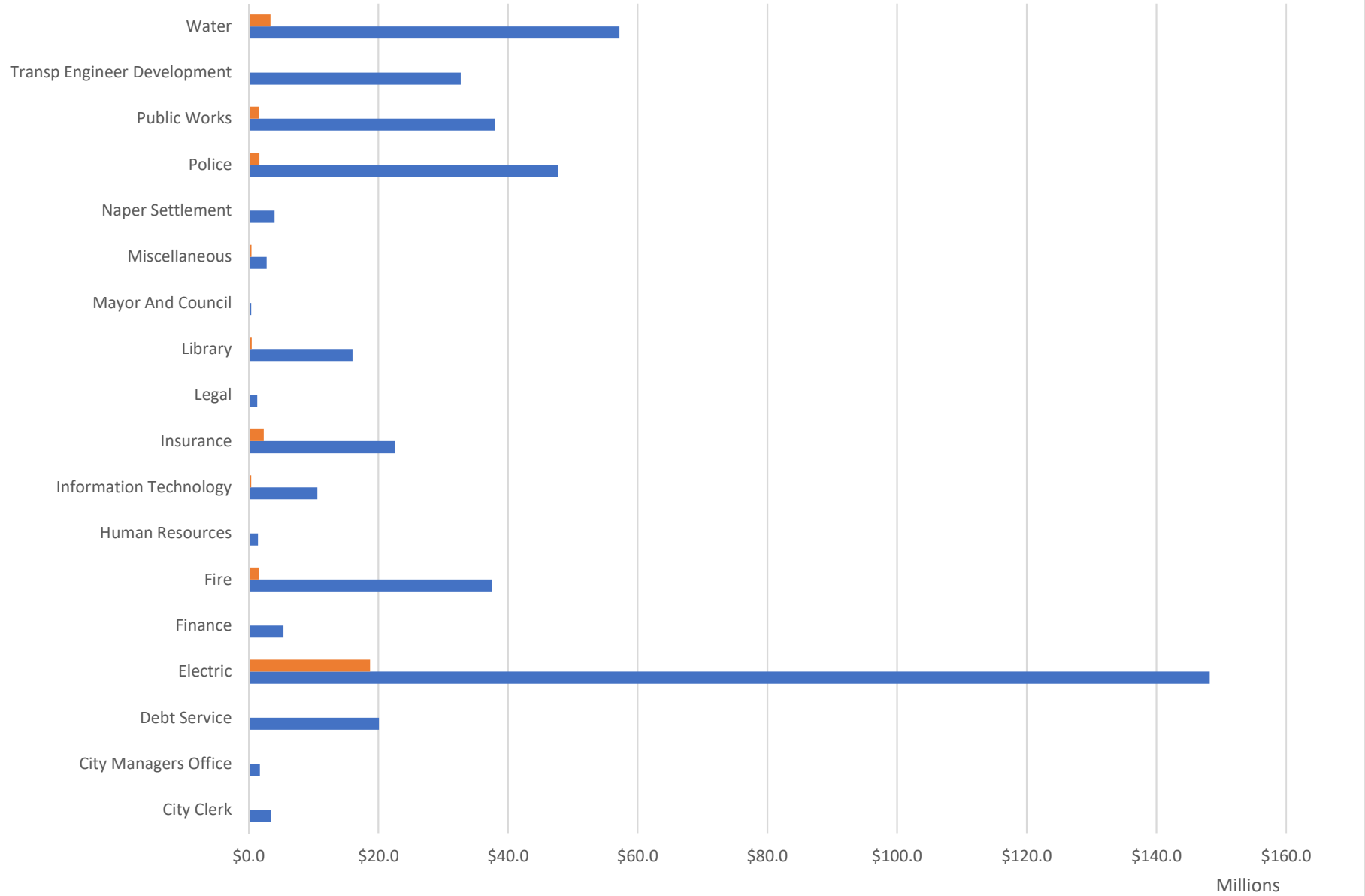
<p>Q:</p>	<p>1. O.2 (19-380) Curbside Leaf Collection</p> <p>a. Does Staff anticipate any changes to the collection zones/map?</p> <p>b. Are there outside contractors that could be utilized to perform a third collection, if needed?</p> <p>c. Could those be contracted on a “standby” basis?</p>	<p>Boyd-Obarski</p>
<p>A:</p>	<p>a. Staff has discussed rotating the start of pickups annually between north and south. For example, DPW could begin each of the two cycles in north Naperville in 2019 and then in south Naperville in 2020.</p> <p>b. DPW currently uses a contractor to pick up leaves in District 12, the heaviest leaf district in the City. This was bid in 2016, and at that time, only two vendors bid on the job. Based on our historical experiences with this type of request, staff does not believe a vendor, or multiple vendors, have the staffing or equipment to provide for a third collection Citywide. In addition, the typical contractor who would be able to perform this type of work would face the same challenges as the City, including weather constraints and the inability to properly dispose of leaves due to winter weather and closed farm fields. The City has found that the majority of other communities in northern Illinois, particularly larger communities like Naperville, contract out this service to their waste hauling companies.</p> <p>c. Staff would need to put out a bid to determine if vendors would do this work on a "standby" basis. It's important to note that the typical contractor who would perform this type of work will face the same challenges as the City, including weather constraints and the inability to properly dispose of leaves due to winter weather and closed farm fields.</p>	<p>Rutkowski</p>

<p>Q:</p>	<p>I received many resident emails on this topic. Do we, have we or would you recommend a zoned approach to leaf pickups in the city by tree age areas? When a modification of timing was requested what was the rationale for the reduction? The city council recommendation was to modify the timing so that the threat of snow would not conflict with leaf pick up times?</p>	<p>Gustin</p>
<p>A:</p>	<p>Two-thirds of the City is comprised of larger, mature trees. For these areas the vacuum units cannot be utilized; DPW's leaf loaders are used instead. While the south and southwest portions of Naperville have the smallest trees, there are several subdivisions in the south where vacuum units can no longer be used due to the maturity of the trees. Accordingly, a zoned approach may not prove effective due to the overall maturity of our urban forest.</p> <p>The modification of timing is being proposed because the data collected over the years shows that DPW can pick up 90% of what was previously collected during a six week program over the span of four weeks when the majority of leaves typically fall from trees and the weather is most cooperative for our equipment. The agenda item provides the specific data to support this claim.</p> <p>The recommendation by staff to end the program in mid-November specifically avoids the winter conflict.</p>	<p>Rutkowski</p>

<p>Q:</p>	<p>Are there subs we can hire to help in this process?</p>	<p>Hinterlong</p>
<p>A:</p>	<p>DPW went out for bid in 2016 to find a contractor to assist with two districts in Naperville. DPW only received two bids for this work. Since the bid process in 2016 a single contractor has pick-up leaves in District 12, the heaviest district in Naperville in terms of mature trees. DPW would need to put out another bid to determine if any additional contractors beyond the two who bid in 2016 have the staffing and equipment to provide these services for specific districts. In addition, the typical contractor who would perform this type of work will face the same challenges as the City, including weather constraints and the inability to properly dispose of leaves due to winter weather and closed farm fields.</p>	<p>Rutkowski</p>
<p>Q:</p>	<p>Did we evaluate the concept of maintaining the current leaf collection</p>	<p>Krummen</p>

	process and hiring contractors for snow removal if we experienced a snow or ice event? What is the estimated cost of this option?	
A:	Yes, staff has evaluated this concept. It is challenging to find contractors with the staffing and equipment to assist DPW during normal winter operations. We only have five contractors that assist during winter operations, and they each only provide 1 or 2 large trucks for the entire 18-week winter season. It takes DPW 22 trucks, plus 5 contractor trucks, to manage a full plowing/salting event. These events can be as little as 4 hours in duration, but as big as 12 to 24 hours in duration. Based on our historical experience, we do not believe enough contractors would be interested in this potential work for a two-week span of time. If we were to find enough contractors, our experience also shows it would cost on average of \$100,000 per event.	Rutkowski

2019 Actuals to Budget (through February)



Department	2019 Budget	2019 Actual	Difference
City Clerk	3,498,631	96,989	3,401,642
City Managers Office	1,754,542	90,210	1,664,332
Debt Service	20,118,541	-	20,118,541
Electric	148,228,637	18,750,921	129,477,716
Finance	5,390,259	270,432	5,119,827
Fire	37,582,704	1,591,555	35,991,149
Human Resources	1,446,501	66,352	1,380,149
Information Technology	10,607,033	417,194	10,189,839
Insurance	22,561,970	2,349,788	20,212,182
Legal	1,328,317	71,870	1,256,447
Library	16,040,217	490,997	15,549,221
Mayor And Council	414,022	26,837	387,185
Miscellaneous	2,773,943	449,885	2,324,058
Naper Settlement	4,019,503	96,020	3,923,483
Police	47,743,885	1,663,329	46,080,556
Public Works	37,962,419	1,585,616	36,376,803
Transp Engineer Development	32,712,092	257,113	32,454,979
Water	57,215,126	3,383,502	53,831,624
TOTALS	\$ 451,398,341	\$ 31,658,610	\$ 419,739,731

2019 Capital Improvement Projects Scoresheet

Applicant: _____ Evaluator: _____

Project: _____

Evaluation Criteria:

	Maximum Score	Score
Project Objectives	15 points	
Community Benefit	10 points	
Target Population Benefit	10 points	
Services to Naperville Residents	10 points	
Agency Capacity/Organizational Resources	15 points	
Agency Past Performance	15 points	
Cost Reasonableness	15 points	
Leveraging	5 points	
Application Completeness	5 points	
Total:	100 points	

2019 Capital Improvement Projects Scoring Key

Section 1: Project Details

Project Objectives

Project goals and objectives are clear, measurable, realistic and address the Community Development Block Grant Objective and documented community need.

15 = Excellent 10 = Good 5 = Fair 0 = Poor

Community Benefit

Project need and community benefit are justified and fully documented.

10 = Excellent 8 = Good 5 = Fair 0 = Poor

Section 2: Target Population

Benefit to the Target Population

Project provides a new or improved service to the target population that does not duplicate existing services and encourages collaboration with other organizations.

10 = Excellent 8 = Good 5 = Fair 0 = Poor

Services to Naperville Residents

Project provides services to Naperville residents conveniently and in sufficient numbers or provides crucial services to a subset of Naperville residents.

10 = Excellent 8 = Good 5 = Fair 0 = Poor

Section 3: Agency Capacity

Agency Capacity/Organizational Resources

Agency has sufficient experience, resources and staffing to successfully implement the project within a one-year timeframe and manage the grant, including documentation of benefits, compliance and reporting.

15 = Excellent 10 = Good 5 = Fair 0 = Poor

Agency Past Performance

Agency has experience managing Community Development Block Grant funding.

15 = Excellent 10 = Good 5 = Fair 0 = Poor

Section 4: Project Costs

Cost Reasonableness

Costs of the project are well-documented and justified. Proposed budget is complete and appropriate.

15 = Excellent 10 = Good 5 = Fair 0 = Poor

Leveraging

Applicants has made efforts to secure other funding for the activity.

5 = Excellent 4 = Very Good 3 = Good 2 = Fair 0 = Poor

Application Completeness: Applications which are complete, accurate and thorough will receive 5 points.

A stylized white graphic on a blue background. It features a tree with several leaves and a trunk, positioned above a body of water represented by wavy lines. The entire graphic is enclosed in a white rounded square border.

CDBG/SSG Pre-Application Meeting

August 23, 2018

CDBG Program Year 2018 Update

- ✓ **Budget officially approved 8/15**
- ✓ **HUD Funding Agreement expected in 1-2 weeks**
- ✓ **Subrecipient Agreements sent out next week**
- ✓ **Projects can start mid- to late September**
- ✓ **Will contact all Grantees in next 1-2 weeks**

Grants Background

CDBG

Name: Community Development Block Grant
Sponsor: U.S. Dept of Housing & Urban Development (HUD)
Requirements: National Objective/Eligible Activity
Dates: April 1, 2019 – March 31, 2020
Funding: 2017: \$455,778
2018: \$546,835
2019: \$50,000 prior year + ??? (~\$425,000)

SSG

Name: Social Services Grant
Sponsor: City of Naperville
Requirements: Funding Priority
Dates: May 1, 2019 – April 30, 2020
Funding: \$500,000

Applications

✓ **Two (2) Applications:**

CI: Capital Improvement projects
funded by CDBG only

SS: Social Service projects
may be funded by CDBG or SSG – Review
Committee will make the determination

✓ **Opening:** 12:00 noon, Friday, August 24, 2018

✓ **Deadline:** 12:00 noon, Friday, September 28, 2018

Capital Improvement (CI) Projects

Capital Improvements are physical improvements, such as rehab, construction or acquisition of property.

Minimum Requirements:

- 1) Meets a *National Objective* of the CDBG Program
 - ✓ Benefits low- and moderate-income residents;
 - ✓ Aids in the prevention or elimination of slums and blight; and,
 - ✓ Meets urgent community development needs.
- 2) Meets Criteria for *Eligible Activity*
- 3) Meets at least one priority of the *Consolidated Plan*

Project MUST meet all 3 criteria to qualify for funding

Meeting the needs of low- and moderate-income population

3 ways to show Low- and Moderate-Income Benefit:

1) Income Range of Beneficiary:

At least 51% of units, households or persons helped must be considered Low or Moderate Income (0-80% MFI)

- Extremely Low (0-30% MFI)
- Low Income (31-50% MFI)
- Moderate Income (51-80% MFI)

2) Presumed Benefit:

- Abused Children
- Battered Spouses
- Elderly People
- Homeless Persons
- Illiterate Adults
- People living with AIDS
- Migrant Workers
- Severely Disabled People

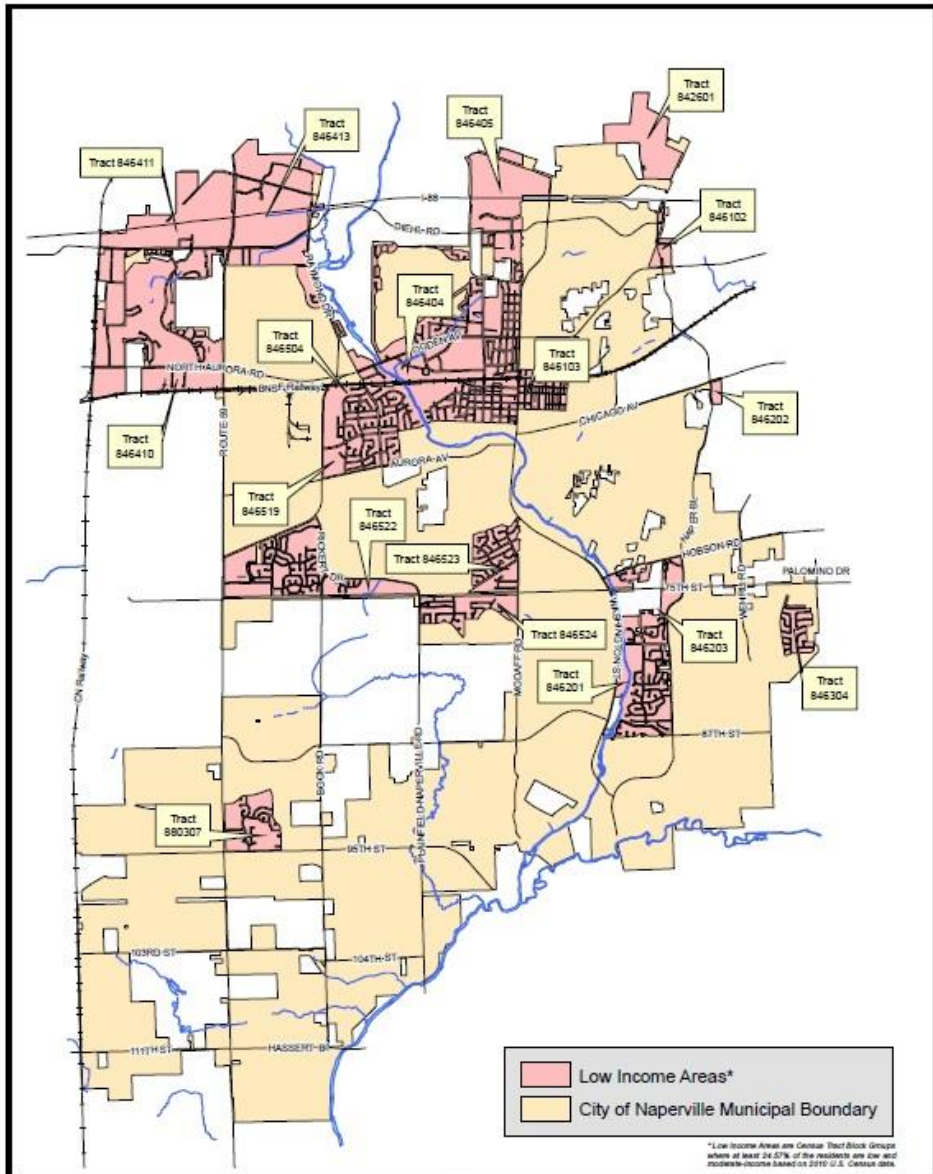
3) Low/Moderate Income Area Benefits:

- Low/Mod Area (see map)

HUD Income Guidelines for DuPage County


06/01/2018

Household Size	30% of MFI	50% of MFI	80% of MFI
1	\$17,800	\$29,650	\$47,400
2	\$20,350	\$33,850	\$54,200
3	\$22,900	\$38,100	\$60,950
4	\$25,400	\$42,300	\$67,700
5	\$27,450	\$45,700	\$73,150
6	\$29,500	\$49,100	\$78,550
7	\$31,500	\$52,500	\$83,950
8 and more	\$33,550	\$55,850	\$89,400



Low Income Areas*
 City of Naperville Municipal Boundary

*Low Income Areas are Census Tract Block Groups where at least 24.07% of the residents are low and moderate-income based on 2010 U.S. Census data.


 Transportation, Engineering and
 Development Business Group
 www.naperillinois.com
 Date: 2/10/2015

City of Naperville
Low-Moderate Income Areas by Census Tract & Block Group

This map should be used for reference only.
 The data is subject to change without notice.
 City of Naperville assumes no liability for the use
 or application of this data. Approval of the
 distribution is hereby given without approval
 unless stated otherwise from the City of Naperville.

Meeting the Criteria for an Eligible Activity

- **Acquisition of Real Property** – for housing or public facilities
- **Public Facilities and Improvements** – includes housing for homeless and people with disabilities, also infrastructure, handicapped accessibility, senior and youth centers
- **Rehabilitation** – can be Single-Family/Multi-Family, Renter/Owner
- **Public Services (capped at 15%)** – child care, job training, public safety, fair housing, senior services, homeless services, substance abuse counseling, etc.
- **Other Activities - Relocation/Energy Efficiency/Homeownership Assistance** – downpayment (50%), closing costs, etc./Economic Development
- **More Info at:**
http://portal.hud.gov/hudportal/documents/huddoc?id=DOC_17133.pdf

Meeting a Priority of the Consolidated Plan

- **Housing** - preserve or increase supply of housing affordable to low and moderate-income homeowners and renters by rehab, acquisition, homeownership assistance, and housing development
- **Homeless** – provide housing to homeless people and people at risk of homelessness, including transitional housing, permanent supportive housing and homelessness prevention through emergency assistance
- **Special Needs** – meet the needs of special populations (elderly, disabled, domestic violence, etc.), including housing, health care , nutrition services, life skill support, recreation, and transportation
- **Community Development** – non-housing projects that improve the community, including infrastructure, neighborhood facilities and accessibility of buildings, public facilities and transportation for disabled people
- **Public Services (15% cap)** – provide needed public services, such as food, clothing, medical care; employment services, financial counseling, general counseling, etc.



Evaluation Criteria for Both Applications

Meets Minimum Requirements of CDBG/SSG Program

- **SS/CI – 10 points**

- CI Meets minimum requirements for CDBG**

- ✓ *National Objective (Low-Mod Benefit)*
 - ✓ *Eligible Activity*
 - ✓ *Consolidated Plan Priority*

- SS Meets minimum requirements for SSG**

- ✓ *501(c)(3) Nonprofit*
 - ✓ *Benefits Naperville Residents*
 - ✓ *Meets SSG Objective*

- Up to 10 extra points for Low-Mod Benefit**

- ✓ **100% - 76% of served population is below 80% of MFI** **10 points**
 - ✓ **75% - 51% of served population is below 80% of MFI** **8 points**
 - ✓ **50% - 26% of served population is below 80% of MFI** **5 points**
 - ✓ **25% - 1% of served population is below 80% of MFI** **3 point**
 - ✓ **0% of service population is below 80% of MFI** **0 points**

Demonstrated Capacity to Complete the Project/Project Readiness

- **CI – 25 points SS – 15 points**

Does the Agency have the ability to complete project within the timeframe with resources needed? Is the project ready to go as soon as funding is awarded?

- **Indicators of project readiness:**

- ✓ ***Staff Skills and Experience***
- ✓ ***Financial Resources***
- ✓ ***Detailed project description/program guidelines***
- ✓ ***Project Schedule/Ability to complete the project within a year***
- ✓ ***Project sustainability***
- ✓ ***Ability to maintain records and meet contracting and reporting requirements***

Leveraged Funds

Ratio of matching funds to amount requested

1:1 or more

0.75:1

0.50:1

0.25:1

Less than 0.25

SS

10 points

8 points

5 points

3 points

0 points

CI

10 points

8 points

5 points

3 points

0 points

Source of funds

Source	Amount	Type (grant, loan, etc.)
1.		
2.		
Total Project Cost:		

Experience and Past Performance

- **SS/CI – 10 points**
 - ✓ *Past performance managing grant funding*
 - ✓ *Experience with similar projects*
- **CI - highlight any experience you have with CDBG and federally funded grants**

Application Completeness

- **SS/CI – 5 points**
 - ✓ *All questions completed*
 - ✓ *All Supporting Documentation included*

Applicant	Request	Award
Bridge Communities, Inc.	\$ 90,000	\$ 85,000
ChildServ	\$ 26,000	\$ 26,000
DuPage County Health Department	\$ 65,000	\$ 51,000
DuPage PADS	\$ 26,000	\$ 13,823
DuPage Habitat for Humanity (DHFH)	\$ 100,000	\$ -
Illinois Independent Living Center	\$ 90,000	\$ 90,000
Little Friends Inc	\$ 16,223	\$ 16,223
Loaves & Fishes	\$ 80,000	\$ 60,000
Naperville Heritage Society	\$ 60,000	\$ 30,000
Ray Graham Association	\$ 87,000	\$ 87,000
Turning Pointe Autism Foundation	\$ 100,000	\$ 90,852
United Cerebral Palsy Seguin of Greater Chicago	\$ 32,000	\$ 32,000
City of Naperville	\$ 56,000	\$ 56,000
	\$ 828,223	\$ 637,898









































