



I.1.

Approve the 05/03/2017 thru 05/31/2017 Cash Disbursement for \$27,098,378.67.

Gustin, Patty: Please provide a pie or graph of expenditures and deposits by department compared to their projected yearly budget.

Expenditures - Page 3

invoices 0017841

Please explain newsletter mailings cost.

Expenditure - Page 2

Electric utility refunds sheet. Are these refunds from resident and business electric deposits after final bill reading?

Please provide the initial standard deposit amounts required by all electric customers. A returning Naperville resident, a 26 year resident with clean credit and excellent past payment history was charged \$230.00 for electric deposit upon purchase of a 2 bedroom condo with an average monthly electric bill of \$35.00. Another who has been an 18+ year resident, excellent credit, perfect payment history was required to pay over \$300 in electric deposit. Please provide a list of electric customer deposit requirements throughout the city. When does that deposit get returned?

How does the City hold the electric deposits and how are they represented in the budget? Do residents receive interest on the deposit monies held by the City?

1. Please provide a pie or graph of expenditures and deposits by department compared to their projected yearly budget.

A. Please see the attached document. The chart displays the YTD expenditures (dark green bar) compared to the annual budget (light green bar) by department. The value shows the 5-month YTD value. (Mayer)

2. Expenditures - Page 3

invoices 0017841 Please explain newsletter mailings cost.

A. The mailing cost is the expense for hard-copy distribution of the City's newsletter, Naperville Connected (Mayer)

3. Expenditure - Page 2

Electric utility refunds sheet. Are these refunds from resident and business electric deposits after final bill reading?

A. Yes, the items listed as refunds are for the return of resident and business deposits after the final bill reading.(Mayer)

4. Please provide the initial standard deposit amounts required by all electric customers. A returning

Naperville resident, a 26 year resident with clean credit and excellent past payment history was charged \$230.00 for electric deposit upon purchase of a 2 bedroom condo with an average monthly electric bill of \$35.00. Another who has been an 18+ year resident, excellent credit, perfect payment history was required to pay over \$300 in electric deposit. Please provide a list of electric customer deposit requirements throughout the city. When does that deposit get returned?

A. The Rental deposits vary by address (for homeowners) and by unit (for renters) and are determined by historical usage. Staff reviews the past two (2) months of usage and bases the deposit on this usage of the unit. Deposits for homeowners are refunded the deposit after two (2) years of good payment history, this is credited to future invoices. Deposits for renters are held until the renter vacates the unit and the deposit is applied to the final bill any credit remaining is refunded back to tenant (this is meant to protect the landlord for any unpaid balances remaining). (Mayer)

5. How does the City hold the electric deposits and how are they represented in the budget? Do residents receive interest on the deposit monies held by the City?

A. Deposit are not represented in the City's budget as they are a liability and not utilized for any revenue/expenditures in the Electric Utility. The City currently holds around \$5.4 million in deposits. Interest is credited to the customer account on 4/30 of each year, which is normally reflected on the May bill and is computed on the federal funds rate in effect on 4/30. (Mayer)

Coyne, Kevin: p. 98 What was the \$45,963 in professional fees for?

p. 108 What was the \$173,000 in Uber fees for?

1. The \$45,963 for professional services was for design and consulting work for the South Central Interceptor sewer hardening and protection evaluation project. The project is to stabilize the shoreline of the DuPage River to prevent damage to the City's South Central Interceptor Sewer that carries the sanitary sewer flows from the City's north eastern area. Strand, our consulting engineer, just completed Phase 1 and recently received approval from Council to proceed on Phase 2 of the project. (Holzapfel)

2. The \$173,000 paid out to the other government agencies including the School District #203, #204, and the Park District are for the cash contribution in lieu of land dedications. In accordance with Section 7-3-5 of the Municipal Code, subdividers and/or developers are required to dedicate land for park and recreational purposes and land for school sites or a cash contribution in lieu of actual land dedication. These contributions are to serve the immediate and future needs of the residents of the development. When a cash contribution is made, the City collects these fees from the developer and then transfers the funds to the applicable park or school district. These transfers are made on a monthly basis. (Mayer)

I.3.

Approve the Award of Bid 17-028, Raymond Drive Interceptor Sewer - Phase 4, to Michels Pipe Services for an amount not to exceed \$668,661, plus a 3% contingency.

Boyd-Obarski, Rebecca: 1. Item I. 3 (17-386) Raymond Drive Interceptor Sewer

a. Has the city used Michels Pipe Services for the small-diameter applications of this cured-in-place process?

b. Even with the 3% contingency, the proposed contractor is ~\$200,000 below the engineer's estimate and other bidders, what gives you confidence that they can satisfactorily complete the work at that cost?

The City/Utility has used Michels Pipe Services on a number of lining past CIPP projects. Michels Pipe Services has satisfied the contract's experience requirements by having in excess of 30,000 lineal feet of

lining experience, lining over 1,000 feet of UV CIPP in the past year, as well as meeting the UV CIPP requirements for supervisory and field personnel as noted in the Contract Special Provisions. (Holzapfel)

Hinterlong, Paul: What's the life expectancy of this new product verses the other one we're changing from and the cost between the two?

Both the UV and conventional CIPP processes are expected to last over 50 years. Current testing methods can only simulate a maximum product life up to 50 years. Both products have passed or exceeded the simulated testing of 50 years.

The UV product has additional benefits over the conventional CIPP products. The benefits are:

1. Curing the UV products are less energy intensive than the conventional epoxy CIPP liners. Requiring less energy saves cost and time.
2. The UV lining process can be started and stopped without degradation to the liner. Conventional CIPP liners use hot water or steam to cure the liner. Once the conventional CIPP curing process is initiated the process must be fully completed or the liner will not reach strength. The UV process uses UV light to cure the liner. The lamps can be turned on to start the process and stopped by turning off the lamps. The contractor can schedule the curing process during normal work hours reducing overtime costs.
3. The UV liners are harder and smoother than the conventional CIPP liners, allowing for a thinner product and a finished product with a larger and smoother inside diameter. The smoother and larger inside pipe diameter can convey larger flows.
4. The UV liners are not affected by infiltrating water from the existing leaks. Conventional CIPP products require the host pipe be free of leaks that can wash the resins out of the liner. Sealing pipe leaks prior to lining requires additional steps (and cost) to grout the lines. The UV products have an exterior waterproof polyethylene encasement allowing the liner to be installed in leaky sewers without effecting quality.
5. We anticipated the two products to be competitive in cost and overall performance. (Holzapfel)

I.6.
Approve the Award of RFP 17-039, EMS and Non-EMS Billing Services, to Andres Medical Billing Ltd. for an amount of 3.1% of total dollars collected for EMS billing services and to Fire Recovery USA, LLC for an amount of 20% of total dollars collected for Non-EMS billing services and for a three-year term.

Boyd-Obarski, Rebecca: 2. Item I. 6 (17-365) EMS and Non-EMS billing services

a. Just a point of clarification – this is only insurance billing, correct? The city is not pursuing individuals for payment of these services, are we?

For EMS billing, the vendor submits the claim to the patient's insurance company. Once payment is submitted by the insurance company, any remaining balance is billed to the patient. If the patient is a resident of the City, the remaining balance is written off as provided by City Ordinance that was enacted on January 1, 2017. A non-resident is responsible for any remaining balance that the insurance company does not make payment on.

For Non-EMS billing, the vendor submits the claim to the at-fault driver's insurance company. Once

payment is submitted by the insurance company, any remaining balance is billed to the driver. If the driver is a resident of the City, the remaining balance is written off as provided by City Ordinance that was enacted on January 1, 2017. A non-resident is responsible for any remaining balance that the insurance company does not make payment on. (Kubinski)

I.11.

Approve the White Eagle Homeowners Association's permit request to hold a fireworks display on June 24, 2017

The Fireworks company has changed for the White Eagle permit and the appropriate attachments have been replaced on the agenda.

**** No Answer ****

I.13.

Pass the Ordinance ascertaining prevailing wages in the City of Naperville.

Coyne, Kevin: 13. 17-461 Pass the Ordinance ascertaining prevailing wages in the City of Naperville.

How does the prevailing wage affect union vs non-union workers?

The Prevailing Wage Act does not have a direct impact on City employees. The Prevailing Wage Act governs the wages that a contractor or subcontractor is required to pay to all laborers, workers and mechanics who perform work on public works projects. The Act also sets forth the record keeping requirements for a contractor or sub and sets forth the obligations of municipalities and other public bodies to establish the prevailing wage as well as, to notify in writing all contractors and subs regarding the Act when bidding and awarding contracts, as well as work orders.

The City is compiling with its obligations under the Act. (Mayer)

I.16.

Pass the Ordinance approving a rezoning of the subject property located at 308 Cody Court from R1A (Low Density Single Family Residence District) to R1B (Medium Density Single Family Residence District) - PZC 17-1-051

Hinterlong, Paul: I16. There may be a typo in the write up. You might mean 724 Jackson and not 808 Jackson. Is there a better plat or image showing the lots on the block and which ones are being consolidated?

Thank you for your correction. The memo and ordinance have been updated to include the correct addresses for the subject properties as 308 Cody Court and 724 and 804 Jackson Avenue (not 808 Jackson). It should be noted that the correct address was provided for the property to be rezoned; therefore, the prior PZC public hearing and notice given are still valid. (Laff)

I.17.

Pass the Ordinance granting a temporary use to allow for a temporary parking lot to be constructed at 19 W. Benton through June 21, 2022, PZC 17-1-050.

Hinterlong, Paul: I17. How are we going to direct the storm water so it doesn't affect the surrounding

residents?

The parking lot is designed so none of the stormwater runoff is directed to the adjacent properties. There will be a swale in the parking lot running from north to south with the parking lot runoff eventually running across the sidewalk and into the Benton Avenue storm sewer. (Novack)

Boyd-Obarski, Rebecca: Item 17 (17-486) – Parking Lot at 19 W Benton

- a. Is a for-profit parking lot a permitted use in TU zoning?**
- b. May we inquire as to this petitioner's overall plan and how this parcel may fit in?**

a. A parking lot is not permitted as a principal use in the TU district. When a parking lot is permitted as a principal use, the Code does not distinguish between a for-profit or a not for-profit use.

b. Per the petitioner, they have no concrete plans at this time. (Venard).

I.19.

Pass the Ordinance to establish temporary street closures and issue a Special Event permit for the Downtown Vintage Emergency Vehicle Show, to be held on Sunday, August 6, 2017.

White, Benny: 19. 17-476 Pass the Ordinance to establish temporary street closures and issue a Special Event permit for the Downtown Vintage Emergency Vehicle Show, to be held on Sunday, August 6, 2017.

The times for closing the roads do not match up between the legislative text and the ordinance. Will the roads close at 5:00am or 8:30 am?

There are two events in the downtown on Sunday, August 6, 2017: Sprint Triathlon (begins at 7:00am) and the Downtown Emergency Vehicle Show (begins at 8:30am). Road closures for the Sprint Triathlon begin at 5:00am and the streets will remain closed throughout the duration of both events. (Portner)

J.1.

Conduct the public hearing to consider the Annexation Agreement for the Subject Property located at 26W161 Old Plank Road, PZC 16-1-174. (Item 1 of 7)

Hinterlong, Paul: J1-7. Did the developer make any changes to the elevations facing Plank Rd which were discussed last meeting?

Per the petitioner, the Plank Road elevation has not been updated. The petitioner would like to move forward with approvals consistent with the current elevations.

J.8.

Conduct the Public Hearing on the Program Year 2016 Community Development Block Grant (CDBG) Comprehensive Annual performance and Evaluation Report (CAPER). (1 of 2)

White, Benny: Please provide some detail in how the City spent \$128K on non CDBG projects. Was there a misunderstanding on what we could use the funds for. Did the HUD regulations change without the City knowing about the changed?

Although the \$128K spent was from City general funds, it actually was spent on a CDBG project. To provide

Q&A Page 5

some background, in 2011, HUD conducted an audit of the City's CDBG program and found that three projects from 2009-2010 were actually ineligible to receive CDBG funding. The total amount of CDBG funds spent on these projects was approximately \$384,195. HUD and the City agreed that the City would repay these funds at \$128,065 per year over a three-year period (2013, 2014, 2015) by spending an equivalent amount of City funds on CDBG-eligible projects. \$128,065 was spent in both 2013 and 2014 on several CDBG-eligible projects approved by City Council.

In February, 2015, City Council approved the Program Year 2015 CDBG budget, including \$150,000 to assist Bridge Communities, Inc. to rehabilitate several apartment buildings owned by Bridge. These buildings are used to provide transitional housing for recently homeless families. This project was to be funded with 21,935 in CDBG funds and \$128,065 in City funds. The \$128,065 was the last of the three repayments agreed by the City and HUD. The project was completed near the end of CDBG program year 2015 and the funds were provided to Bridge in 2016. This completed the City's repayment obligations.

L.1.

Pass the Ordinance approving the Preliminary/Final Plat of Subdivision for Jewel Osco Subdivision located at 215-231 E. Ogden Avenue, PZC 17-1-053. (1 of 2)

Boyd-Obarski, Rebecca: 4. Item L. 1 – 215-213 E. Ogden

- a. The sign posting notice of this project was laying on the ground when I visited the property, how was notice given to the adjacent and nearby property owners?**
- b. What is the purpose of the 40' distance requirement for a drive-thru? Noise abatement? If so, is the petitioner's response to the variance standards in Exhibit C relevant to the particular purpose of the code section?**

a. Notice of the public hearing before the Planning and Zoning Commission meeting on June 7 was provided by (1) a legal notice published in the Naperville Sun (2) a letter mailed to property owners within 300' of the subject property and (3) a sign was posted on the subject property. The petitioner posted the sign on the subject property on May 23, 2017. The sign can be removed from the subject property after the June 7 PZC meeting.

b. The purpose of the 40' distance requirement from a drive-through to a residential area is to mitigate the effects of the drive-through on the residential area. Those effects include noise from the drive-through speaker, noise from vehicles, and light from vehicle headlights. Per Code, a drive-through is required to be located 40' from a residential area. This distance is measured at the narrowest point between the property line of the residential property and the dedicated drive-through bypass lane. In the case of the subject property, the property to the northeast is residential. The proposed drive-through bypass lane is located approximately 8.25' from the residential property line to the east, requiring a 31.75' variance. The distance from the drive-through to the nearest residential building is even greater, at approximately 97'.

The above distances are measured from the drive-through bypass lane to the residential property line. The distance from the drive-through speaker (where the order is placed) to the residential property line and nearest residential building is even greater (see attached exhibit). Staff finds the distance would mitigate any negative effects of the drive-through on the residential property and agrees with the petitioner's findings. (Venard).

L.3.

Receive the staff report for Tramore Subdivision located west of Plainfield-Naperville Road, north of Saratoga Road and south of Hamlet Road, PZC 17-1-038 (Item 1 of 6).

Boyd-Obarski, Rebecca: 5. Item L.3 (17-506) Tramore Subdivision

a. Is the guest parking on this plan consistent with the current requirements for guest parking in a multi-family area? And, can you show us where they are?

The subdivision was platted in 2005 prior to the development of the guest parking requirement in 2015. The petitioner is not replatting the subdivision and would not be required to provide guest parking in accordance with current code requirements.

With that being said, each unit has a 2 car garage and can accommodate 2 cars in the driveway. Per the petitioner, there are approximately 33 on-street parking spaces as highlighted in the attached exhibit. As a note, there is currently a temporary parking lot for model home and sales office parking on-site. The petitioner intends to remove the temporary lot once construction begins on the adjacent duplex building.

L.10.

Conduct the first reading of an Ordinance amending Chapter 8 (Taxicab Services) of Title 3, Business and License Regulations, of the Naperville Municipal Code.

Coyne, Kevin: L10 Do these taxi changes have any impacts on Uber drivers?

No. The City does not perform fingerprint/background investigations on, or license those, that drive for Uber or other ride share programs. (Ozkaptan)

L.11.

Adopt the Resolution restricting the proceeds from the cede of the 2017-2021 Volume Cap for use in reimbursing Naperville Elderly Homes, Inc., or other qualifying affordable housing providers, certain City costs related to the review, permitting and inspection of affordable housing projects.

Boyd-Obarski, Rebecca: 6. Item L. 11 (17-500) Use of Proceeds of Volume Cap in support of affordable housing

- a. What are the criteria of a “qualifying affordable housing provider”?**
- b. Is Naperville Elderly Homes Inc. first in line for the proceeds, or will it “compete” with other “qualified affordable housing providers”?**
- c. Who (what department or city official) will make the determination of an eligible affordable housing provider and qualifying city charges?**

a. Qualified affordable housing providers shall be not-for-profit developments that provide housing for low income persons as defined by the Department of Housing and Urban Development and that provide a housing need as identified in the report of the analysis of impediments to fair housing.

b. Naperville Elderly Homes is first in line and will have a priority position relative to its reimbursements. Currently, staff is unaware of any other pending or anticipated projects that would qualify, however, if any subsequent projects emerge they will be addressed on first come basis.

c. If future qualified developments apply for reimbursement during the designated period (2017-2021) the City Manager will have discretion to evaluate and approve. It is anticipated that City Council or Housing Advisory Commission input will be sought when needed. (DiSanto/Laff)

O.1.

Approve the Calendar Year 2018 (CY18) Allocations for the City Obligations category of the SECA

Grant Fund Program in the amount of \$1,018,539

Boyd-Obarski, Rebecca: 7. Item O.1 (17-468) SECA – City Obligations

- a. Will approval of these items essentially “approve” these as part of the City’s CY18 budget?**
- b. Please address the increases (from FY 17 – CY 18 – not the SY) in the following line items:**
 - i. DCM debt service - \$140,000 to \$150,000**
 - ii. Riverwalk maintenance - \$159,491 to \$179,699**
 - iii. Special Events Coordinator - \$50,830 to \$75,376**

7a. These items will be approved as part of the CY18 SECA Grant Fund budget.

7bi. DCM debt service - \$140,000 to \$150,000 –

The plan obligated for an annual payment of \$150,000; CY18 is the correct dollar amount.

7bii. Riverwalk maintenance - \$159,491 to \$179,699 –

The increase is due to the Water Street improvements along the Riverwalk (Res 17-018; 4/19/17).

7biii. Special Events Coordinator - \$50,830 to \$75,376 –

The increase is due to the first full year of employment for the Special Events Coordinator. The position was filled in September 2015 which was then followed by the eight-month stub year in 2017.

(Portner)



