#### City Council Follow-Up from October 26, 2020 Budget Workshop #1

Below is a list of questions and topics that were raised by various members of the City Council during the October 26, 2020 Budget Workshop.

 What is our capacity to accelerate CIT training? What additional resources would be required, i.e. overtime, training dollars, access to trainers? Provide call data for mental health related calls. (Multiple Councilmembers)

The Illinois Law Enforcement Training and Standards Board (ILETSB) provides state-certified Crisis Intervention Team (CIT) training to law enforcement officers. Participants of this one week (40-hours) of instruction receive intensive training on recognizing and addressing individuals in the community who have a mental illness or other behavioral disability. ILETSB certified officers are trained as resource specialists who can provide an immediate and effective response to calls involving a mental health crisis. Currently, 50 sworn officers in the Naperville Police Department are CIT certified. (See below table for details.)

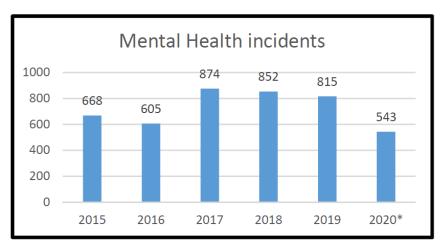
				Not	
Total Sworn	173	Sworn	Certified	Certified	Total
Sworn CIT Certified	50	Officer	37	99	136
Not CIT Certified	123	Sergeant	9	16	25
		Commander	4	5	9
Less than 2 years during 2021	-10	Chief/DC	0	3	3
Sworn not CIT Certified with over 2 years	113		50	123	173

While CIT certified officers make up only 30% of sworn staff, all Police Department personnel have completed mental health awareness training which is separate from CIT certification training. Additionally, 14 non-sworn staff, which include social workers and telecommunicators, have also been CIT certified.

While CIT training remains a priority of the department, there are non-budgetary resource constraints that prevent the department from certifying a larger number of officers in one fiscal year. In 2020, a lack of available training courses due to COVID-19 prevented more officers from being trained. A total of 10 CIT courses were canceled in 2020 due to COVID. It is presently unknown when classes will resume as CIT training is interactive and includes live scenarios that don't allow for social distancing. Another non-budgetary consideration is the qualifications to become certified. Officers are required to have two years of service before they can take the 40-hour CIT certification course.

If classes resume in 2021, we anticipate that classes will be in very high demand and enrollment opportunities may be limited. The best way to ensure availability is to host classes at NPD. The department has already engaged in conversations with NERMT, the primary training coordinator for CIT training, to host a class at NPD. As soon as restrictions are lifted, classes could be scheduled. The cost to host a class accommodating 25 officers is \$15,500. If resources were available to train and certify the remaining 113 officers in 2021, the cost would be approximately \$228,000, inclusive of five training courses and the overtime necessary to ensure minimum shift staffing. These costs do not include additional CIT certifications for non-sworn employees in 2021.

Mental health related calls through August 2020 totaled 543. Officers are responding to an average of 67 mental health calls per month, and accounting for the remaining months of the year, the department should surpass the 5-year average of 762 calls. While the total number of calls is projected to be about the same as 2019 overall police calls for service are down due to COVID-19. This means mental health calls account for a higher percentage of calls for service than the prior year.



2020 data is January 1 - August 30

The City has also made an effort to train non-public safety personnel who may interact with someone experiencing a mental health crisis. In 2019, 147 City employees from 10 different departments participated in mental health first aid training which helps prepare employees to recognize and assess a situation prior to the arrival of first responders.

CITY CLERK	8
СМО	12
DPW	19
ELECTRIC	15
FINANCE	10
HR	7
LEGAL	8
POLICE	12
TED	44
WATER	12
TOTAL	<u>147</u>

### 2. What is the budgetary impact of adding five additional police officers to the Traffic Unit? (Chirico)

The budget impact of adding five officers in 2021 is approximately \$463,460 to the General Fund. This amount is not currently funded in the proposed 2021 budget. That figure includes \$390,265 in first year annual wages and estimated benefit costs of \$73,195. Minor additional costs include uniforms, equipment, and training. The department has not requested any new vehicles with the request for additional officers.

### 3. What are some of the inefficiencies created by having fewer police officers than in the past? (Gustin)

In 2007, the Police Department was staffed with 189 sworn officers. That number was reduced to 165 officers by 2013. Currently, the department is staffed at 173 sworn officers.

Positions	2007	2020
Chief	1	1
DC/Captains	3	2
Commanders	9	8
Sergeants	26	24
Officers	150	138
Total	189	173

Naperville maintains the lowest number of officers per 1,000 residents among benchmark and surrounding comparable communities. Because of this reduced staffing model, call response times have increased. Since 2017, the number of calls responded to within our 5-minute benchmark response time have declined. Mental health calls continue to consume resources as these calls often require a three- to 10-officer response per call and the duration of calls is higher than other types of incidents.

In addition to the impact on response times, the reduction in force led to the elimination or reduction of several proactive community-based programs, including traffic education, traffic enforcement, the elementary school resource officer program, and the sworn officer crime prevention unit.

Regarding traffic enforcement, in 2007, the Traffic Unit was staffed with 12 officers. Today, the same unit is staffed with 5 officers.

## 4. What is the current balance in the Phosphorous Fund and are we on track to hit our \$25M target by 2025? (Hinterlong)

The estimated costs for the phosphorus improvements at Springbrook to meet existing permit requirements (1mg/L) is \$50 million. However, should the regulatory phosphorus limit be reduced from 1 mg/L to 0.5 mg/L, then the estimated costs will increase to \$64 million. Environmental groups have lobbied Springfield for this change, but the likelihood of this happening remains unclear. Our existing permit expires in 2023 and our new requirements will be established at that time. These costs are in today's dollars and are not adjusted for inflation.

Warrenville will be responsible for their proportional costs for improvements at Springbrook; currently their cost share is projected at 9%.

Under our existing permit, phosphorus improvements need to be fully operational on January 1, 2030 to comply. Engineering is scheduled to begin in 2024, with construction scheduled to begin in 2027.

Based on the projections below, we are on track to hit our \$25 million target by 2025.

Year	Actual/Projected Receipts	Balance
2017	167,048	167,048
2018	15,282,986	15,450,034
2019	1,918,790	17,368,824
2020	1,350,522	18,719,345
2021	1,280,240	19,999,585
2022	1,216,987	21,216,573
2023	1,216,987	22,433,560
2024	1,216,987	23,650,547
2025	1,216,987	24,867,534
2026	1,216,987	26,084,521

#### 5. What is our current water loss percentage? (Chirico)

The table below represents the City's reported non-revenue water (NRW) for the last three years. Annually, the City is required to submit a report to the IDNR for review. The numbers below have been audited and approved by the State.

Water Audit Year	NRW (%)
2019	11.5%
2018	12.9%
2017	10.6%

NRW is defined as the sum of specific types of water loss and any authorized, unbilled consumption that occurs within water distribution systems. A new methodology to determine this was put into place in 2015. The graphic below summarizes the types of water loss used to calculate NRW. This new methodology began in 2015.

Volume from Own Sources (corrected for known errors)	System Input Volume	Water Exported (corrected for known errors)	Billed Water Ex	Billed Water Exported		
		Water Supplied	Authorized Consumption	Dilled Metered Consumption		Revenue
		Supplied	Consumption	Consumption	Billed Unmetered Consumption	Water
			Authorized	Unbilled Unmetered Consumption	Non-	
				Unbilled Metered Consumption	revenue Water	
			Water Losses	Apparent	Customer Metering Inaccuracies	
				Losses	Unauthorized Consumption	
					Systematic Data Handling Errors	
Water				Real Losses	Leakage on Transmission and Distribution Mains	
Imported (corrected					Leakage and Overflows at Utility's Storage Tanks	
for known errors)					Leakage on Service Connections up to the point of Customer Metering	

#### 6. Is there a return on investment of more frequent water loss testing? (Chirico)

Currently, the Water Utility performs a citywide leak detection survey twice a year (every six months). This program has shown to be effective with a good return on our investment through cost avoidance (purchased water from DuPage Water Commission) from repairing the leaks found. The results of the last five water audits are included below.

Survey	Leaks Detected	Total Water Loss Estimated (gallons per day)	Survey Cost (\$)
2018-1	41	552,000	77,698.00
2018-2	61	1,535,000	77,698.00
2019-1	56	503,000	77,698.00
2019-2	67	506,000	77,698.00
2020-1	58	296,000	82,093.00

We have reviewed these results and confirmed with our contractor their availability and pricing and believe that a third leak detection survey may yield additional benefits. In applying the averages from the last five surveys, the data concludes that the extra cycle could potentially yield \$280,620 in savings.

4 Month Cycle (120 Days)		
DWC Costs Eliminated	\$404,597.76	

Survey Costs	\$82,093.00
Avg Repair Costs Per Cycle	\$41,884.00
Days for ROI	36.77
Savings per Cycle	\$280,620.76

Additional leak detection surveys beyond three per year could be hampered by our capacity to make the repairs in-house. Using external contractors for these repairs would increase our costs and thereby reduce the savings and increase the ROI period.

#### 7. What is the typical lifespan of a water main? (Brodhead)

The City recently completed a water distribution system asset evaluation. As part of the evaluation, many factors were examined to best determine when to replace a water main; age is a large piece of that calculation. Our methodology includes this factor along with other relevant criteria (main breaks, soil conditions, etc.). Each piece of water main is given a Business Risk Exposure (BRE) score which is a combination of its Likelihood of Failure (LOF) multiplied by its Consequence of Failure (COF).

Typically, watermain will have a useful life of 100 years. Certain conditions could lessen this lifespan. These include corrosive soil conditions, installation error, and material defects. It is well known in the water industry that there were regional and national issues with defects of watermain materials installed in the 1960s, 1970s, and 1980s. These issues are well documented and reflected in watermain issues experienced here in Naperville.

The graphic below represents the estimated design life of water main that we are using in our capital planning.

Installation Decade	Estimated Design Life (Years)
1900	100
1910	100
1920	100
1930	100
1940	100
1950	100
1960	50
1970	60
1980	80
1990	100
2000	100
2010	100
2020	100

8. Can you confirm if Ram West (the developer of the Little Friends property) is going to pay to replace the lead service lines for the neighbors immediately adjacent to that property? And, can you confirm what percentage the City offers to pay to replace lead service lines? (Kelly)

The Little Friends project will replace the existing 6" watermain on Wright and Columbia adjacent to the project with an 8" watermain. Associated valves and hydrants will also be replaced. This work will be a 50/50 cost share between the developer and the City, with the developer performing the work and submitting for reimbursement. The developer will be responsible for 100% of the cost of water services for their project. The City will pay 100% the cost of water services for the existing properties on the opposite side of the street. Any lead water services encountered on the project will be replaced in their entirety per USEPA/IEPA guidelines.

In areas of the City outside of the project limits, the City currently offers a rebate program for lead service line replacements. Current rebate amounts are \$4,250 for a long side replacement, and \$2,550 for a short side replacement. More information on the program can be found here: <a href="https://www.naperville.il.us/services/water-utility/your-water-service/water-quality/">https://www.naperville.il.us/services/water-utility/your-water-service/water-quality/</a>. A water service typically costs between \$6,000 and \$10,000 to replace, depending on size and location.

Are the downtown business owners in support of the streetscape project moving forward in 2021, and what are the drawbacks of delaying the project? (Hinterlong/Kelly)

Project Engineer Chris Nichols and TED Director Bill Novack participated in DNA's Zoom meeting on October 28 to discuss the streetscape project and get feedback if members preferred completing the work in 2021 or 2024. An overwhelming majority prefer completing the work in 2024. Katie Wood from the DNA is providing a synopsis of the comments which will be forwarded to the City Council once staff receives them.

Furthermore, at the DNA meeting interest was expressed in adding in streetscape improvements on the north side of Jefferson Avenue when this project does go forward. Without a Special Service Area in place for the north side of the street nor engineering plans prepared, adding the north side in 2021 is not possible. Based upon the feedback received and the interest in expanding the scope of the improvements, staff is leaning toward delaying the project until 2024. However, staff does not want to make a final decision until the written response from DNA has been provided.

It should be noted that the drawback identified to not completing the project in 2021 is the risk of water main breaks or failures in the interim in this area due to the aging utility infrastructure. The Water Utility has been fortunate in the performance of this very old section of pipe and is not overly concerned in delaying this replacement until 2024.

### 10. Provide an update on the status of the sidewalk replacement assistance program for 2020 and 2021. (Hinterlong)

For many years, staff has budgeted money through the CDBG and Social Services accounts to assist homeowners in the low- to moderate-income range with the property owner's share of sidewalk replacement costs. Staff has typically budgeted \$6,000 and has never used all of these

funds. When the pandemic struck in early 2020, staff anticipated that many homeowners would struggle paying their share of the costs, and staff initially believed we could take advantage of additional CDBG funds that the City received due to the pandemic to pay for more homeowner's shares.

After reviewing the restrictions and conditions placed on these additional funds, staff realized we could not use them. Surprisingly, in 2020 staff did not receive any more requests for financial assistance than during a normal year save for five individuals seeking assistance due to unemployment. Based upon our 2020 experience, staff recommends budgeting \$10,000 of the 2021 Social Services funds for sidewalk replacement assistance.

### 11. Has the City established a priority list for possible storm water mitigation projects, and which projects are funded in 2021? (Kelly)

Staff from Transportation, Engineering & Development and the Department of Public Works have established the top ten flooding locations. This list is preliminary and in no particular order is as follows:

- 1. Julian Street Sag
- 2. North Aurora Road underpass
- 3. Douglas Ave/ Burlington Park
- 4. Cress Creek
- 5. Clow Creek Farm
- 6. Naperville Heights
- 7. Pilgrim Addition
- 8. Park Addition
- 9. Naper Blvd north of Dunrobin
- 10. Bunker Circle

Included in the 2021 budget are dollars to address the Julian Street sag and the Douglas Avenue/Burlington Park issues. The Julian Street project is CIP project SW038. The Department of Public Works will be installing sump pump and downspout connection points for the residents along the affected portion of Douglas Avenue as part of their operating budget. The City will extend connection points to the house-side of the sidewalk and then the residents can connect their sump pump discharges and even downspouts if they want to the system. This avoids any permitting through the County and will make a significant difference in the woods. During wet times of the year, that area will still pond water, but it will be much better during the remaining times. Staff has money budgeted in the later years of the CIP for a few of the other stormwater projects.

### 12. What are comparable/benchmark communities offering for non-union wage increases in 2021? (Coyne)

As requested, here are some additional details for other municipalities with a January 1 fiscal year that responded to a survey on 2021 wage increases. Some rates have already been approved and some are recommendations or budget placeholders.

Agency	1/1/2021 Merit Pool	1/1/2021 COLA
Rolling Meadows	0	2.5%
Lombard	0	2%
Winnetka	0	2.5%
Wilmette	0	2.5%
Buffalo Grove	3%	1.5%
Elk Grove	0	0
Barrington	0	0
Huntley	2%	2%
Deerfield	2.9%	0
Lisle	1%	0
Lake in the Hills	3%	1%
Streamwood	4%	0
Carpentersville	0	2.3%
Wheeling	2.75%	0
Huntley	Up to 2%	2%
Village of Round Lake Beach	Possibly 3%	2%
Winnetka	Up to 2.9%	2.5%
Northbrook	0	Maybe 2.5%
Glen Ellyn	2.25%	0
Aurora	4%	0

# 13. What percentage do nonunion employees contribute to their healthcare costs? Are employee contributions and deductibles on par with those in the private sector? (Kelly)

All City employees (union and nonunion) pay 20% of the premium cost. Employees are also responsible for co-pays and deductibles depending on the plan they choose. On the next page is a comparison of each of our plans against national (private and public sector) and public sector benchmarking prepared by Milliman, who are the actuaries that work with our broker,

GCG. Based on the plan structure we will be adopting next year; our overall rates and plan design are even closer to the national benchmarking.

Overall, our employees are paying more than comparables in the public sector and a mixture of more and less than the national benchmarking, and our deductibles and design are in-line with both national and public sector benchmarking. The most encouraging part of our plans is that we were able to keep our rate increases down this year through a combination of plan design and strong results with some of our wellness and health initiatives that have helped keep our costs down.

PPO Plan	City of Naperville	Milliman 2019 Benchmark	Milliman 2019 Benchmark	Milliman 2019 Benchmark
Benefit Comparison	BCBSIL PPO	National Benchmark	Public Administration (NAICS 92)	Organized Labor Unions
# of Surveys		22964 Surveys	158 Surveys	238 Surveys
Deductible (Individual)	\$500	\$1,250	\$550	\$663
Coinsurance (Plan Pays)	90%	80%	80%	80%
Out-of-Pocket Max (Individual)	\$3,000	\$4,000	\$3,000	\$3,000
Primary Care Office Visit Copay	\$20, then 10%	\$25	\$25	\$20
Specialist Office Visit Copay	\$40, then 10%	\$50	\$40	\$40
Rx Copays (Retail)				
Generic	\$10	\$10	\$10	\$10
Preferred Brand	\$35	\$35	\$30	\$30
Non-Preferred Brand	\$50	\$60	\$60	\$50
Specialty (4th Tier)	\$50	\$100	\$98	\$70
	-			
Cost Benchmarking	City of Naperville	National Benchmark	Public Administration (NAICS 92)	Organized Labor Unions
Employee Contribution				
Employee	\$141	\$144	\$64	\$120
Employee + Spouse	\$296.41	\$470	\$297	\$362
Employee + Children	\$292.37	\$421	\$253	\$330
Employee + Family	\$448.70	\$649	\$403	\$462
Employee Contribution %				
Employee	20%	24%	10%	19%
Employee + Spouse	20%	37%	22%	25%
Employee + Children	20%	36%	20%	24%
Employee + Family	20%	36%	23%	25%
Total Premium				
Employee	\$707	\$590	\$637	\$641
Employee + Spouse	\$1,482	\$1,273	\$1,376	\$1,450
Employee + Children	\$1,462	\$1,160	\$1,293	\$1,382
Employee + Family	\$2,244	\$1,786	\$1,724	\$1,844

#### 14. Clarify the impact of new online sales tax collection laws. (Sullivan)

Effective January 1, 2021, marketplace facilitators (e.g. Amazon.com) and eligible remote online retailers are required to collect both the Illinois Retailers' Occupation Tax (ROT) and any locally imposed Home Rule Sales Taxes (HRST) based on the delivery location of the purchase. Previously, these sellers were required to remit Use Tax (UT) that was shared on a per capita basis. While it was previously believed that this change would take effect on July 1, 2020, we now know that the effective date is January 1, 2021.

IML forecasts that local UT will decline by as much as 50%, only to be made up for in ROT. Per IML, it is nearly impossible to predict the impact of these legislative changes, so they forecast continued growth in UT until taxpayer behavior is reflected in UT and ROT statistics in 2021. Accordingly, the 2021 budget maintains growth in UT according to IML forecasts. Staff did account for these changes in the HRST revenue lines by increasing estimates by 3% as this would be entirely new revenue as opposed to a shift in revenue from UT to ROT.

IML published a Fact Sheet on Illinois' 21st Century Sales Tax Law, which can be viewed here.

#### 15. Are we still on track to meet our pension funding target? (Krummen)

The City makes annual contributions to the Fire and Police pension funds according to the actuarial valuation report provided by the City's actuary annually. In 2018, Council decided to change the assumptions used to determine annual funding requirements. The City now calculates the annual contributions based on a target of 100% funded by 2033 and uses an open, 15-year amortization period. This is significantly more aggressive in reducing pension liability than the State's statutory minimum of 90% funded by 2040 method.

The City's funding method reduces the potential for spikes in required annual pension contributions. External factors, such as investment returns and plan changes at the state level, influence changes to annual contributions; however, the open 15-year amortization method reduces the impact of changes that negatively impact plan performance and should smooth increases over time.

### 16. What is the impact on the property tax rate if EAV rises 5% instead of the 3.5% assumption? (Hinterlong)

Staff developed the property tax levy for tax year 2020 (taxes payable in 2021) using an assumed EAV growth rate, including new construction, of 3.5%. Using that assumption, staff targeted a rate of 0.687 and the resulting tax levy is \$52,991,452 after abatements. That amount includes both the Library and Naper Settlement. Under that scenario, the average homeowner bill would decline by \$4, assuming no changes to their individual assessment.

If the EAV growth were to come in at 5% and the City maintained the current levy request, the resulting rate would drop to 0.677 and the average homeowner bill would decline by approximately \$16. If the City chose to target the same rate and capture full EAV growth, an additional \$750,000 in property tax revenue could be realized. Staff is currently working with the Township Assessors to obtain preliminary EAV estimates.

#### 17. Of the CIP items deferred in 2020, what returns in the 2021 budget? (Krummen)

Staff reviewed the 2021-2025 Capital Improvement Program using the same evaluative criteria used in past years. A number of capital projects that were removed or reduced as part of the May 2020 budget amendment have been included in the proposed 2021 budget. Those projects are listed below. Projects in bold text were only partially deferred in 2020.

- CE156 Next Generation 9-1-1- Services
- CE160 Conference Room Upgrades
- CS014 Downtown Streetscape
- EU013 Underground Conduit (Duct Banks)
- MB145 Flooring at Municipal Facilities
- MB178 Electrical Vehicle Charging Stations
- MB211 Municipal Facilities Garage Floor Restoration Program
- MB222 Municipal Center Improvements
- NS058 Naper Settlement Security Cameras
- PA020 Annual Tree Planting Program
- SC033 North Aurora Road: Frontenac Rd. To Weston Ridge Dr.
- SL137 Citywide Led Street Lighting Conversion
- SW036 Stormwater Improvements (Cress Creek Sump Pumps)

- WU004 Water Distribution System Rehabilitation/Replacements
- WU005 Water Utility Infrastructure Relocation Misc. Locations
- WU040 Automatic Meter Reading Project (AMR/AMI)
- WW005 Wastewater Utility Infrastructure Relocation Various Locations
- WW010 Sanitary Sewer Capacity Improvements
- WW044 SWRC: Miscellaneous Process-Related Replacements/Upgrades

### 18. Has the City considered refunding Food & Beverage Taxes to provide relief to small businesses? (Gustin)

In the early months of the pandemic, staff included a discussion on potential local assistance programs as a part of the monthly financial reports. While no specific action came from those discussions, there are several means by which assistance could be offered. On October 20, Council authorized a six-month waiver of certain liquor and tobacco license fees, as well as waiver of outdoor seating permit fees for the 2020-2021 license year. Additional assistance could be offered in the form of a rebate of Food & Beverage Taxes; however, that would be a policy decision of the Council. As part of that decision, Council would need to consider how services and programs currently funded by the Food & Beverage Tax would be funded if that revenue was reduced. The Food & Beverage Fund is estimated to have approximately \$225,000 in cash balance, which does not include the potential incentive payment to Little Friends. Further discussion on the Food & Beverage Tax will be included in Workshop #2.

### 19. What direct or indirect assistance is available to businesses and/or residents through the CARES Act (CDBG)? (White)

This past summer, the City received a CDBG CARES Act award of \$315,985. At its July 21, 2020 meeting, the City Council approved the allocation of \$315,985, and the reprogramming of \$81,000 in canceled projects from the 2019 CDBG funding year, for a total CDBG CARES Act allocation of \$396,986. At that meeting the City Council also approved three CDBG CARES Act categories, and associated funding amounts, for which grantees could apply: 1) Public services (\$236,985) - Program assistance to individuals, households, and businesses; 2) Public facilities (\$60,000) - Assistance to nonprofits for capital improvements and costs associated with preventing, preparing for, and responding to the impacts of COVID-19; and 3) Economic development (\$100,000) - Assistance to small businesses.

At its October 6, 2020 meeting, the City Council approved the award of grants in the Public Services and Public Facilities categories for a total of \$296,985. At that time, staff informed the Council that a separate, more in-depth process was being developed for the remaining \$100,000 allocated for grant awards related to small business assistance.

For the past two months, staff has partnered with the Naperville Development Partnership to create an application review and approval process for the grants related to small business assistance and applications will be available the week of November 9 with the goal of awards being approved, and funds allocated, by the end of the year.

On September 15, 2020, the City was notified that an additional \$708,723 of CARES Act funding has been awarded. HUD has not yet provided guidance on the use of these funds and

staff will recommend funding categories to the Council once eligible activities have been confirmed.

Separate from the CARES Act dollars, staff has included \$500,000 in the proposed 2021 budget for utility assistance. Theses dollars, budgeted in the Electric and Water Funds, would be used to assist City utility customers who have struggled to pay their bill during the pandemic. While specific program details have not been developed, staff anticipates that the assistance would be available to both residential and commercial customers.

DuPage County, as the primary recipient of CARES Act funding, has established a small business assistance program. The programs set aside \$20 million to help local businesses in the form of grants of up to \$15,000. Naperville small businesses within DuPage County that have annual gross revenue less than \$4 million are eligible for the grants.