MEETING MINUTES

UTILITIES COMMISSION
FRIDAY, SEPTEMBER 8, 2017, 7:15 A.M.
Water Treatment Plant, 555 Lincoln St.
Large Conference Room

Members Absent: C. Bova, D. Lanyon
Staff Present: A. Price, D. Stoneback
Presiding Member: J. Nieuwsma

1. DECLARATION OF QUORUM
A quorum being present, Vice-Chair Nieuwsma called the meeting to order at 7:16 a.m.

2. APPROVAL OF THE AUGUST 11, 2017 MEETING MINUTES
Mr. Shure moved to approve the minutes, seconded by Mr. Rosenberg. All approved.

The minutes were approved unanimously, 5-0.

3. COMMITTEE REPORTS
   a. Work Plan Item 1.1 Building energy efficiency benchmarking initiative – progress report on ordinance implementation plan
      Mr. Stoneback reported that the compliance deadline was June 30 for buildings that are 100,000 square feet or larger. There are a total of 107 of those properties, and thus far 76 have submitted data and are fully compliant as of August 29. Twenty-three of the remaining buildings have data submission in progress and the City has had productive communications with them. There are eight buildings the City has not had productive communications with at this point in time, and is still searching to figure out whom to contact. The vast majority of the buildings that are submitting data late are dealing with issues such as turnover of management staff, difficulty assessing the data or lack of prior communication with the City. The City anticipates a compliance rate above 90% by the end of September. Mr. Stoneback said there is a preliminary report of City buildings which he will have emailed to the Commission for their review. He said the City is already using the data to work with Smart Energy Design Assistance Center to determine feasibility of conducting retro-commissioning of four City owned facilities as well.

   b. Street Lighting Study – update on consultant progress and preparation for the next meeting of the advisory committee
      Mr. Stoneback said that at the last meeting the advisory committee came to a consensus on which streets they were going to form their studies on and the consultant is out collecting data now. The Committee will meet again after
they receive a draft back from the consultant, and then they will have a public meeting.

4. **STAFF REPORTS**
   a. **Recent Electric System Outages, Basement Flooding Concerns, Water Service Interruptions, and status of 2017 improvement projects**

   Mr. Stoneback reported the following:

   Power outages in August were mostly scheduled to perform improvements except for one which occurred on August 22.

   Basement backups were very low in August. Two backups occurred due to severe storms and the rest were determined to be private lateral issues.

   There were three blowouts on the 2700 block of Lincolnwood again, which he perceives was caused by the operation of the Clow fire hydrants. Within the next week or two they will begin replacing them with Waterous fire hydrants. Since there has now been six breaks on this section of water main it will now be on the list for replacement in 2019 as the list 2018 has already been set.

   There was only one Water Service Repair permit obtained in August. There was a fair amount of Sewer Service Repair permits obtained, but it is still pretty low when compared to previous years.

   All of the Capital Improvement Projects are moving along well. He provided the Commission with a report detailing the updates on each project, and noted the following:

   There is a preliminary meeting scheduled for September 11 for the 30" Downtown Feeder Main Rehabilitation project.

   The Water Main Replacement on Grant Street is back in service now and is wrapping up.

   The RFP for the Inspection of Large Diameter Mains will be advertised soon and he hopes to do the work by the end of this year.

   The contract for the Retail Water Meter Replacement Program has been awarded and there will be a kickoff meeting in September.

   The preliminary design of the Emerson Wholesale Meter project is underway. Staff continues to coordinate with the engineers representing Morton Grove and Niles.

   A Notice of Intent-To-Award was issued to Insituform on August 31 pending a loan offer from the IEPA for the Large Diameter Sewer Rehabilitation project. This project is on the IEPA Intended Use List. Bid documentation will be submitted to the IEPA, and a loan offer is expected by November.
Emergency sewer repair work in a side easement located at 2750 Lincolnwood Drive has been awarded and should be completed soon.

Under the Treated Water Storage Replacement project the installation of the sheet pile wall between the University’s new dormitory and the existing reservoir was successfully completed with no major incidents.

The CMMS Software Implementation is going along well. The City is hoping to migrate the water plant data later this month and start testing in October. Training is scheduled for November, and the water plant will be up and running on the CMMS program shortly.

b. Status of negotiations with potential new wholesale water customers
Mr. Stoneback reported that he was at a meeting with Lincolnwood and their Village Board directed their Village Manager to negotiate with Evanston. He has not heard anything since that time, but Lincolnwood’s contract with Chicago will expire at the end of 2019.

5. UNFINISHED BUSINESS
   a. List of Best Management Practices a/o Green Infrastructure projects implemented by the PWA
   Mr. Stoneback provided the Commission with a list showing where porous pavement was put in at different locations across the City where projects were being done.

6. NEW BUSINESS
   a. Mayor’s Climate Action and Resilience Working Group, discussion of Utilities Commission representation on working group and/or as a technical advisor
   Mr. Nieuwsma reported that Mr. Jensen has finalized the 2016 greenhouse gas emission inventory. The target goal was 20% by the end of 2016, the City made it to 18.8%. He said that Mr. Jensen feels that the 20% goal would have been achieved if there had been better participation in the aggregation program, and as part of the newest aggregation contract there will be a quarterly sweep of new customers that will put them in the aggregation program with the option to opt out. Mr. Stoneback stated that he has to go back to Council to slightly modify the wording of the ordinance’s Plan of Governance to allow the quarterly sweeps. Mr. Nieuwsma said that Mayor Hagerty has committed Evanston to the Global Compact of Mayors now known as the Global Covenant of Mayors, and that requires the City by the end of next year to have a new Climate Action Plan similar to what they had in the past but in addition to that will also include some significant mitigation components. The Mayor is convening a working group of fifteen members to put together the Climate Action Plan, and Mr. Nieuwsma asked for a volunteer to represent the Utilities Commission on this group. Mr. Shure said he would do it if need be but is concerned about the time commitment involved. Mr. Nieuwsma suggested that both Mr. Shure and he apply to volunteer and based on the meeting time one of them would be able to do it. Mr. Stoneback said that former Commission member Joel Freeman has also
applied to volunteer on the working group. Mr. Nieuwsma stated that the kickoff meeting will be Saturday, September 23.

b. Proposed 2018 capital improvement budget
Mr. Stoneback provided the Commission with a copy of the proposed Five-Year Capital Improvement Program (CIP) Summary. He briefly explained the proposed projects, and said that it will be presented at Council for approval soon.

7. ANNOUNCEMENTS / COMMUNICATIONS
   a. Forthcoming Public Works Agency activities relative to the Utilities Commission
      Mr. Nieuwsma announced that the Streets Alive and Evanston Green Living Festival will take place this Sunday, September 10, on Main Street.
      Mr. Stoneback announced that there will be two public tours of the Water Treatment Facility on Saturday, October 14. The tours will be advertised on the City’s website and e-News next week.

8. ADJOURNMENT
   Mr. Everhart moved to adjourn, seconded by Mr. Shure. All approved.

The meeting was adjourned at 8:09 a.m.

Respectfully submitted,
Angela Price
Special Projects Assistant, Public Works Agency