MEETING MINUTES

UTILITIES COMMISSION
FRIDAY, SEPTEMBER 13, 2019, 7:15 A.M.
Water Treatment Plant, 555 Lincoln St.
Large Conference Room

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

1. DECLARATION OF QUORUM
   A quorum being present, Chair Nieuwsma called the meeting to order at
   7:13 a.m.

2. APPROVAL OF THE JULY 12, 2019 MEETING MINUTES
   Mr. Skey moved to approve the minutes, seconded by Mr. Shure, all approved

3. UNFINISHED BUSINESS
   a. Building energy efficiency benchmarking update
      Mr. Jensen reported that over 500 buildings are covered this year. 285 of the
      buildings are fully compliant, and roughly 40 buildings are finalizing
      compliance. Northwestern University (NU) had staff turnover which is creating
      a reporting delay for their 90 buildings, but once their information is in there
      will be a 96% compliance rate. Mr. Jensen will attend the Utilities Commission
      meeting in November with preliminary Type1 and Type 2 building
      comparisons.

   b. Nicor
      Mr. Jensen stated he has not heard anything back from Nicor yet. Mr.
      Nieuwsma will follow up with their representative, Patricia Eaves, on behalf of
      the Utilities Commission

   c. Climate Action and Resilience Plan (CARP)
      Mr. Jensen reported that the Human Services Committee approved the Policy
      Package and Engagement Approach. He said fifteen policies have been
      formally referred to Boards, Committees and Commissions. The Utilities
      Commission was formally referred to develop a Net Zero greenhouse gas
      emissions policy for new municipal buildings in 2019. He said the policy
      should be a resolution that guides the City in future facility upgrade and
      building projects. This is not a feasibility study or an implementation strategy.
      2020 Budget proposes $50,000 to develop a strategy
Proposed Next Steps:
1. **October Meeting** – Staff invite a local/regional expert to share what NZE means and share project examples

2. **November Meeting** – Review example policies from other Cities and organizations
3. **December Meeting** – Continue research, narrowing language and refer to staff to draft first version
4. **January Meeting** – Review draft resolution

d. **Community Choice Aggregation (CCA)**
   Mr. Jensen informed the Commission that the City’s 3-year contract for electricity aggregation expires in July, 2020. The City is currently doing twice a year sweeps, which has kept about 4,000 accounts in aggregation in the spring with a total of around 18,000 accounts participating. CCA legislation in Illinois is on the basic end, much more restrictive than California or Massachusetts. He said the next steps and questions are:

   1. How do we leverage CCA to its maximum potential to meet CARP goals?
   2. With limited staff capacity, what should our focus be for the next aggregation contract?

   Mr. Jensen said there are resources that can be looked at for assistance, such as the Local Energy Aggregators Network (LEAN). He will put together a 5-point bullet list that he can circulate around. This item will remain on the agenda for next month.

e. **Storm Water Management Plan**
   Mr. Stoneback said staff has met to go over the draft guide and finalize it. He plans to bring the guide to the Environment Board on October 10th, to the Utilities Commission on October 11th, and then to Parking and Transportation on November 3rd. After receiving feedback the proposed guide would then be presented to the City Council on November 25th or December 18th if more time is needed. Then the next step would be to hire a consultant to start a hydraulic analysis of Evanston’s sewer systems to find out where improvements can be made. Based on funding it will take two to three years to get the entire City done and then he would seek to hire another consultant to look into developing a storm water system that would be a mechanism to raising the funds to fund the programs that were identified in the analysis.

f. **Street Lighting Study**
   Mr. Stoneback reported that he saw Spring City Electrical at the APWA conference in Seattle earlier this week and they are moving along working on the molds to make the Talmadge poles.

4. **NEW BUSINESS**
   a. **Inclining Block Water Rates**
      Mr. Stoneback said this died at City Council because large condo buildings have one water meter that serves the whole building, and residents do not
have the opportunity to have individual meters. He said the current billing system is unable to pull out residential buildings from other large buildings on the list. The City is currently looking for a new water billing system that would be able to do so. He will not bring this back to council until that time, and he will have the Commission review it first.

b. City Manager Vacancy & Search
The Commission discussed the upcoming vacancy. No action was taken.

c. Illinois State Task Force on Offshore Wind Energy
Chair Nieuwsma reported that Governor Pritzker signed legislation earlier in August that was an amendment to the Lake Michigan Wind Energy Act. This bill requires the Governor to convene a task force to study the economics and policy aspects of offshore wind in Illinois and to recommend a procurement mechanism. The Governor will be appointing a task force, and one of the slots on the task force is designated for a representative of a community that has aggregated its electricity supply. He asked the Commission to nominate one or two members to represent Evanston on this task force. He noted that the Governor will ultimately be making the appointments and there is an application process.

Mr. Shure made a motion to nominate Mr. Nieuwsma and Mr. Jensen for the task force, seconded by Mr. Everhart, all approved.

5. STAFF REPORTS
Mr. Stoneback reported the following:

a. Monthly utility reliability report (electric system outages, basement backups, water main breaks, service repairs)
There were several power outages in August due to weather and two outages that were planned for maintenance.

There were a relatively low number of basement backups in August.

There were two water main blowouts in August. One of the blowouts was on the 2600 block of Lawndale, which was the third blowout on that water main and it is currently being replaced.

There were several Water Service Repair permits obtained on the 2500 block of Cowper in August. This water main is currently being replaced on that block and the residents got together to replace their lead services at the same time, increasing participation in the Lead Service Replacement Loan Program.

The number of Sewer Service Repair permits obtained in August was low.

b. Water & sewer fund capital improvement project status
Treated Water Storage Replacement
Demolition in Zone 1 uncovered that the bottom slab is twice as thick as shown in the record drawings. This issue will be included in a Change Order
going to City Council on September 9th, along with a change to the west wall required to work closer to the existing sheetpile wall, and a credit for changes to traffic control. The final concrete pour in Zone 1 is scheduled to be complete the second week in September, allowing work to begin in Zone 3 while work continues in Zone 2. A new larger crane will be delivered to the site overnight on September 7th. Work on the reservoir site will be shut down the week of September 16th for NU new student orientation.

All other projects are moving along.

c. Skokie rate litigation
   There was no news to report.

d. Lincolnwood water project status
   Bids were opened on August 20th. A recommendation to award to the low bidder was presented to City Council on September 9th. Construction will proceed through the winter to provide Lincolnwood with water supply for construction in February, and startup for regular supply in July 2020.

e. Morton Grove/Niles water main/pumping station status
   Mr. Stoneback reported that the Morton Grove/Niles pump station is almost complete.

6. ANNOUNCEMENTS / COMMUNICATIONS
   a. Forthcoming Public Works Agency activities relative to the Utilities Commission
      Mr. Everhart announced that he attended a Mayor’s Education Advisory Committee (MEAC) meeting recently and said they provide opportunities to high school students who may not want to attend college. He said that the Water Commission hired a student right out that program as an Intern. Mr. Stoneback reported that a recent high school graduate was hired through the City’s Apprentice program. The student had taken and passed his Water Plant Operator certification for credit while still a senior in high school.

7. ADJOURNMENT
   The meeting was adjourned at 8:48 a.m.

Respectfully submitted,
Angela Price
Administrative Lead
Public Works Agency