



UTILITIES COMMISSION
FRIDAY, MARCH 8, 2013, 7:15 A.M.
Water Treatment Plant, 555 Lincoln St,
Large Conference Room

Members Present: N. Fracasso, D. Grumman, M. Landis, D. Lanyon, J. Nieuwsma,
Members Absent: M. Smith, S. Thadhani
Staff Present: B. Baxter, W. Bobkiewicz, A. Price, D. Stoneback
Guest Present: D. Koch, E. Rosenberg
Presiding Member: D. Lanyon

DECLARATION OF QUORUM

A quorum being present, Chair Lanyon called the meeting to order at 7:35 a.m.

APPROVAL OF THE DECEMBER 14, 2012 MEETING MINUTES

It was moved and seconded that the minutes of the December 14, 2012 meeting be approved. A voice vote was taken and the minutes were unanimously approved.

COMMITTEE REPORTS

- a. **Work Plan Item 1.1 Update on development of a building energy rating system – Next steps – Follow-up to letter to the Evanston Chamber of Commerce**
Chair Lanyon said that the Utilities Commission is on the agenda for the Chamber of Commerce's March meeting to introduce the concept of energy efficiency methodology from ASHRAE and see if a program can be worked out with the Chamber.
- b. **Work Plan Item 1.2 Develop a plan to reduce energy consumption at the water treatment plant – Status of additional response from Baxter & Woodman**
Mr. Stoneback said that he is still waiting for Baxter & Woodman's additional response. He said that since they have been hired for a different job he will see them more frequently and will ask them for it again.
- c. **Work Plan Item 1.3 Develop a baseline for energy consumption in municipal buildings update – Response from Northwestern University to the scope of work for updating the Aukeman report**
Ms. Baxter said that she has been putting together a database of electricity and gas used by all of the city-owned buildings in 2010, 2011, and 2012. She said that the next step is to get the database loaded into Energy Star Portfolio Manager Software from the EPA, and that a second intern has been hired to input the data into the software. She said that she will be presenting the database to the Facilities Management personnel during a meeting on Monday, March 11th.
- d. **Work Plan Item 2.1 Investigate the potential for water conservation and wastewater reuse in city-owned buildings update – Report on meeting with the Evanston Public Library and additional water consumption data for city-owned buildings**
Chair Lanyon reported that Mr. Freeman and he met with the Evanston Public Library's Administrative Services Manager, Paul Gottschalk, on February 14th. He said that they went over the questionnaire. He also said that the library has installed patron counters in the lobby so they will now be able to get total patron usage. Mr.

Stoneback indicated that the register head on the water meter was changed to allow it to read more accurately. Chair Lanyon said that he has plans to return to the library in a couple of months to review their water usage.

e. Work Plan Item 2.2 Reduce the amount of stormwater entering the combined sewers in sandy subsoil areas of the City – Receipt of final report from Hey & Associates

Mr. Stoneback said that he received a list of different alternatives from Hey & Associates which he will post on the City's website.

f. Work Plan Item 2.3 Develop long term needs for municipal sewer and water infrastructure – Status of implementing projects approved for the 2013 budget

Mr. Stoneback distributed a status list of the Capital Improvement projects. He made note of several projects stating that Carollo Engineers have been selected for the 48" Intake Improvement. He said that they are currently in the study phase, and that he is working to obtain an IEPA loan. He said that proposals have been received for the AMI Replacement Program and that he is not sure if he will be able to make the April 1st deadline because he is still following up with minor questions. Mr. Stoneback said that he is working with the Engineering Division to finalize the design for the Water Main Replacement project and that he has the IEPA loan for the Large Diameter Sewer Rehabilitation project which has been awarded to Insituform. Mr. Stoneback commented on the two TIF funded projects stating that the contract for the Cleveland/Davis Sewer Rehabilitation project was awarded to Insituform and that the design of the water main replacement for the Davis Street Utility Improvements has been completed and sent to the IEPA for a permit.

g. Work Plan Item 2.4 Evaluate the potential impact of pending USEPA sewer/water regulations on the sewer system and water treatment plant

No action was taken.

h. Report on ComEd tour of electrical distribution system improvements on January 24, 2013

Chair Lanyon reported that he and a couple other Commission members, ComEd representatives, a couple of the Aldermen and the Mayor took a very informative tour of several locations that have the smart switches installed on January 24th.

STAFF REPORTS

a. Recent Electric System Outages, Basement Flooding Concerns, and Water Service Interruptions

Mr. Stoneback reported that there have not been any major power outages from ComEd in January and February, but that there have been two incidences in March where wires went down that caused outages.

Mr. Stoneback said that the basement back-ups listed on his report were determined to be private problems and not due to the combined sewer surcharging.

Mr. Stoneback said that in January and February there were 29 water main breaks which is a rather high number but that it has held off now for a while.

b. Potential New Wholesale Water Customers and Cost of Service – Status of engineering studies and/or negotiations

City Manager Bobkiewicz said that the City Council received a presentation at the February 11th Council meeting, and that the video is available on the City's website. He said now that the engineering study has been completed, City staff looks to the Utilities Commission for their thoughts and guidance on the subject as the City moves forward.

City Manager Bobkiewicz noted that the City will be able to move forward with the Village of Lincolnwood through a separate deal because their geography will allow Evanston to connect with them in a rather straightforward manner, and that he hopes to have an agreement with them for the Council's review sometime this spring or early summer.

c. Community-wide Water Conservation Initiative – Status of actions to implement recommendations in CMAP report

Ms. Baxter reported that Ms. Hurley said that this project is moving along as it should and that she will report on it at the next Commission meeting.

d. Utilities Department participation at community events

Ms. Baxter said that she has been working on World Water Week and World Water Day which are being publicized, and that the Utilities Department will be taking part in them.

e. Status of the second year contract for community aggregation electrical energy supply

Mr. Stoneback reported that a request for proposal was sent out for indicative pricing on February 26th. He said that several questions were received and an addendum was issued on March 7th. Mr. Stoneback said that the indicative pricing proposals will be back in on March 12th and that he hopes to have a short list of qualified alternate retail electrical suppliers by March 27th. He said that they will be asked to provide actionable pricing on April 1st, which is the day of a City Council meeting, and hold their price for 24 hours in order to get City Council approval, execute the agreement and have it signed by the City Manager on April 2nd.

ADJOURNMENT

The meeting was adjourned at 8:41 a.m.

Respectfully submitted
Angela Price,

Executive Secretary
Utilities Department