



**MINORITY, WOMEN & EVANSTON BUSINESS ENTERPRISE (M/W/EBE)  
DEVELOPMENT COMMITTEE**

Wednesday, October 18, 2017

6:30 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Ave, Aldermanic Library

**MEMBERS PRESENT:** Ald. Braithwaite, Ald. Rue Simmons, Kenneth Rodgers, Yves Lassere, Jessica Oldani and Bob Reece

**MEMBERS ABSENT:** Joshua Gutstein

**STAFF PRESENT:** Assistant City Manager Martin Lyons, Purchasing Manager Tammi Nunez and Business Diversity Compliance Coordinator Sharon Johnson

**OTHERS PRESENT:** Suhaib Khan, Jenna Beltrano, Robbie Weinstein, Juneitha Shambee and Bennett Johnson

**PRESIDING MEMBER:** Ald. Braithwaite

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**Declaration of a Quorum**

With a quorum present, Chair Braithwaite called the meeting to order at 6:35pm.

**Approval of Minutes**

Motion to approve the Minutes as presented from September 20, 2017 made by J. Oldani and seconded by Y. Lassere. **Vote called and taken. Motion passed unanimously.**

**Guest Introductions:**

Suhaib Khan LEND, Jenna Beltrano, Robbie Weinstein (NU- Journalism Grad Student), Juneitha Shambee and Bennett Johnson

**Unfinished Business**

- a. Copy of S. van Dril was unable to attend meeting; report with update was provided with packet. Ald. Braithwaite asked staff to confirm Mr. van Dril's attendance at November Committee meeting for an update; or debrief from staff.

**STAFF REPORTS**

- a. Entrepreneurship Support Program Update
  - o Since launching program May 2017, Economic Development Committee has approved three (3) Evanston businesses for \$2,500 each (Jennifer's Edibles; Sharp Edge Crossfit and Human Success Factors Career Counseling); Program eligibility guidelines were narrowed to require participation in an multi-session business course program (such as Sunshine Community

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Business Academy, Urban League, Woman Business Development, Jewish Vocational Services – Skokie or Rodgers Park Business Alliance).

- Working to prepare for 2018, proposed budget is \$50,000; Jan 1st will reach out to list of business that has expressed interest in applying for funding. Plan for outreach and focus on areas of Evanston that have not historically received funding, such as Church & Dodge and Howard Street Evanston businesses.
- b. MWEBE Tracking Report Update
- LEP eligible projects with added Evanston hours: Garland/DBS Inc., Fog House Roof & Masonry Improvements (236 EV hours).
  - Copenhagen Construction, Fountain Square Renovation (550.25 EV hours) 11% compliance.
  - Joel Kennedy Construction, 2017 Water Main Improvement (949.5 EV hours), 18% compliance/2 laborers.
  - Building Paving, Parking Lot Improvement Projects is currently struggling with compliance with a late start (348.5 EV hours), compliance is 13%.
  - Elanar Construction, James Park North Field Renovations (70.75 EV hours), 14.3 compliance.
  - Water Resources Inc., Water Meter Replacement Program (30 EV hours), 1 LEP resident on the project who is a licensed plumber.
  - Penalty collected to date is \$70,029.45. Staff was asked to add another line with amount used and what is available.
  - Committee request additional follow-up: Provide a comparison of previous years MWEBE waived projects; Contact Ozinga to inquire how many folks work in town that they employ.
- c. LEP Summary – 2017 Capital Planning Projects – report attach to packet.
- d. Budget Issues – 2018
- We don't anticipate budget issues impacting programs involved with this committee (Union Reinstatement Support, LEP Training Reimbursement Support and Entrepreneurship Support Program); full steam ahead January 1<sup>st</sup> 2018.
  - Only thing we may see impacted is the total volume of projects for 2018. The projects we need to do have been identified but need figure out how to fund them; 2018 CIP projects total \$84M (2017 \$50M). Staff will present 2018 budget presentation to Council on October 23rd meeting. Would like to update Committee at next month meeting.
- e. Robert Crown RFP MWEBE Goal/Local Vendor List:
- Committee discussed RFP 17-57; city MWEBE goal and waiver process and if the city maintains a Local Vendor list. Staff informed Committee starting October 23<sup>rd</sup>; a brief summary of waiver request will be added to the MWEBE memo included in the Council packet. Staff directs Local Vendor list inquiries to the Evanston Public Library "Mergent Intellect" portal and provides contact information for Business Reference Librarian. Mergent Intellect portal allows contactors to search the resource database for business specifics in Evanston, by criteria: type of industry, minority or women-owned businesses.
  - Further discussions involved adding an Evanston Agency to the Construction Contactors' Assistance Organizations list (Exhibit included with city bid/rfp documents) that could provide a list of Evanston based businesses to Contractors. Staff would also add a disclaimer to the exhibit that states the list is a resource, not a referral of recommendation by the City of Evanston. Alderman Braithwaite, also would like the Committee to review contactors waiver request (not to hold up award process), but as discussion for the Committee to consider possible process changes.

### New Business

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Alderman Braithwaite informed the Committee that Bennett Johnson of the Minority Business Consortium submitted a proposal for an apprentice program that is under review by the City. Ald. Braithwaite stated the proposal is still in a very young stage of development and they are working through details. The apprentice program is a great opportunity to: expand the City workforce development, private developers to utilize our local labor force. The Committee had further discussion and questions on the proposal which included program funding from the City (LEP penalty or ED funds); use of LEP penalty funds (research ordinance for use of LEP penalty funds); how this program would affect the city current apprentice and workforce development programs.

- M. Lyons stated he will need to review current penalty funds guidelines use; if it covered apprenticeships but, feels it would be literally a formality. Also, Mr. Lyons shared he would be concerned about availability of funding; possibility to fund 3 to 5 years to give program chance to get started and attract other sponsors or partnership with contractors.
- Committee requested to review Ordinance 60-0-14 MWEBE-LEP Program and proposal language at the next meeting. S. Johnson will check with K. Brown, Youth Engagement Manager to verify funding for his program.

### Adjournment

Motion to adjourn made by B. Reese and seconded by K. Rodgers. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 7:58 pm.

Respectfully Submitted,  
Tammi Nunez, Purchasing Manager