

**M/W/EBE Development Committee**  
**Wednesday, May 19, 2021**  
**Lorraine H. Morton Civic Center, Virtual 5:00 PM**

**AGENDA**

As a result of an executive order issued by Governor J.B. Pritzker suspending in person attendance requirements for public meetings, Committee members and City staff will be participating in this meeting remotely. Due to public health concerns, residents will not be able to provide public comment in person at the meeting. Those wishing to make public comments at the MWEBE Committee Meeting may provide public comment as a video participant by going to [meet.google.com/gpm-idgw-pmg](https://meet.google.com/gpm-idgw-pmg) or by telephone by dialing: [+1 413-561-7838](tel:+14135617838)  
PIN: 444 758 915#

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**1. CALL TO ORDER/DECLARATION OF A QUORUM**

**2. APPROVAL OF MINUTES**

- A. Approval of the March 17, 2021 Meeting Minutes 3 - 7  
[mwebe-minutes-20210317](#)

**3. GUEST INTRODUCTIONS**

- A. A. Welcome and Introduction of New Members
- Jared Davis
  - Bonaventure Fandohan
  - Angela Pennisi
- B. Clarence Weaver, President of the Black Business Consortium

**4. OLD BUSINESS**

- A. Vlink Update Presentation
- B. Local Spend Analysis 8 - 12  
[Local spend Analysis Report](#)

**5. STAFF REPORTS**

- A. M/W/EBE and LEP Tracking Report 13 - 15  
[2021 MWEBE LEP Goal Compliant Waiver Report \(May\)](#)
- B. 2021 LEP Analysis 043021 16  
[LEP Analysis 043021](#)

**6. NEW BUSINESS**

- A. Review Committee Mission Statement and Goals 17  
[MWEBE Review Committee Mission Statement and Goals](#)

**7. OTHER BUSINESS**

- A. Minority Business Incubator Update from Northwestern University /  
July's meeting

**8. PUBLIC COMMENT**

**9. ADJOURNMENT**

Order & Agenda Items are subject to change. Information about the Minority, Women & Evanston Business Enterprise Development Committee (M/W/EBE) is available at: [www.cityofevanston.org/mwebecommittee](http://www.cityofevanston.org/mwebecommittee). Questions can be directed to Tammi Nunez at 847-866-2935.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the Facilities Management Office at 847-866-2916 (Voice) or 847-866-5095 (TYY)



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

Wednesday, March 17, 2021  
5:00 P.M.  
Meeting Minutes

**MEMBERS PRESENT:** Ald. Peter Braithwaite, Joshua Gutstein, Jessica Oldani, and Nasutsa Mabwa, Jesus Vega, Ald. Robyn Simmons

**MEMBERS ABSENT:** Kemone Hendrick and Michael McLean

**STAFF PRESENT:** Interim Admin. Services Director/CIO Luke Stowe, Purchasing Manager Tammi Nunez, Interim Deputy City Manager Sharon Johnson, and Management Analyst Tasheik Kerr

**PRESIDING MEMBER:** Ald. Braithwaite

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**1. Declaration of a Quorum**

Ald. Braithwaite called the meeting to order at 5:05 pm. Ald. Simmons motioned to suspend the rules to permit members to convene via virtual meeting. Second by Ald. Braithwaite and approved 5-0 (roll call taken).

**2. Approval of Minutes**

Motion to approve the Minutes as presented from January 20, 2021 made by Nasutsa Mabwa and seconded by Jessica Oldani. Motion passed unanimously 5-0 (roll call taken).

**3. Guest Introduction:**

Dave Davis, Executive Director for Community Relations, at Northwestern University (NU) noted that as part of the funding allocation for the Racial Equity Fund, NU would be investing \$400,000 to strengthen minority business owners and entrepreneurs. This investment would aid in reducing the wealth gap and expanding financial security for black and brown businesses in Evanston. Dave shared some of the barriers faced by minority businesses. By creating this incubator in Evanston, NU hopes to strategically blend assets to address challenges faced by the minority business community. The goal is to establish a space for minority businesses near the university. The incubator would be led by an executive director with skills to support minority business owners.

Ald. Braithwaite recommended the Committee invite Dave back to do some brainstorming with representatives from the minority business community. Ald. Braithwaite inquired whether the staff position is included in the initial \$400,000 investment. Dave responded that NU is considering including the staff position as part of the initial investment. NU is also exploring other sources of funding to support that position.

Natusa inquired how the Evanston Chamber of Commerce could play a role in this initiative, how access to capital for minority businesses could be improved, and how this initiative would improve access to fair and open bidding options for minority businesses. Dave responded that NU is exploring procurement options. NU is also looking to engage other large institutions/stakeholders to coordinate procurement and spending. As to aiding minority businesses with access to capital, Dave shared he is meeting with local banks to talk about the program as it pertains to their involvement. Dave also shared that NU would ensure a representative from the Chamber is at the table as the program is developing.

Ald. Braithwaite inquired whether Business with a Heart, Kellogg School's student-run community service organization, would be involved in the incubator. Dave noted the Planning Committee plans to consult with the business school and others in the academic community.

Joshua inquired whether businesses would have to relocate to the incubator or would it be virtual. Dave responded that physical and virtual space is being considered.

Mike Vasilko, a resident, commented that some community members believe NU is not doing its fair share in the community. Mike suggested NU donate a more significant amount. Dave responded that NU is sincere in its commitment to strengthening the Evanston community and is focusing on the most venerable residents in the community.

Jesus Vega inquired about the membership of the Planning Committee and whether communication would be translated. Dave responded the Planning Committee is looking for members across all major sectors and industries. The Planning Committee would also explore how to get feedback from members of the community that are not native speakers.

#### **4. Old Business**

##### **A. Evanston Procurement Vendor Event (webinar or in-person lakefront)**

Ald. Braithwaite noted the group moved away from doing a virtual event. When it's safe to gather the Committee would consider an in-person event.

#### **5. STAFF REPORTS**

##### **A. Capital Improvement Projects Report**

Bureau Chief Capital Planning / City Engineer, Lara Biggs, provided a summary of the LEP Capital Improvement projects. Lara indicated that the projects presented are new contracts the City plans to enter into in 2021. The projects are divided into four categories: 1) projects that are eligible for the LEP program, 2) LEP ineligible projects due to funding restrictions 3) LEP ineligible projects due to the project type and 4) LEP ineligible projects that are less than \$250,000.

Lara noted there are fewer projects eligible for the LEP program as compared to 2020. Reductions in the number of projects in the Capital Improvement Plan and projects being funded by the State of Illinois resulted in fewer projects being eligible for the LEP.

Ald. Simmons inquired about the types of funding streams that exclude LEP compliance goals and whether the City has explored ways to bring those funds into the LEP. Lara noted that funding provided by the state and federal government is restricted in its use. Local governments cannot use this type of funding for their LEP.

Mike Vasilko inquired about the redesign of the Civic Center. Mike noted he does not recall this project being budgeted and approved by the City Council. Lara responded that this project has been carried over from previous years and funding has been put towards this project over the years.

**B. MW/EBE and LEP Tracking Report**

Sharon noted the Levy Senior Center – Linden and Locust Room Revocation project is at a 28% MWEBE compliance rate. There was one waiver request pertaining to the 54inch Intake Heater Cable project.

The LEP Penalty Fund activities include two invoices from Evanston Rebuilding Warehouse. The invoices were received on January 26 and February 23, 2021. The previous LEP balance was \$73,352.59. The current balance is \$62,881.09 as of February 28, 2021.

Ald. Braithwaite inquired about the status of Robert Crown. Sharon responded Robert Crown finished at around 24% out of a \$47.7 million contract. Minority businesses had 6% of the contract at \$2.7 Million. Women businesses had 11% of the contract at \$5 million. Evanston-based businesses had 7% of the contract at \$3.4 million. Sharon will provide an updated memo at the next Committee meeting.

Ald. Braithwaite reviewed the history of the MWEBE waiver process.

**6. New Business**

**A. Minority Business Incubator Overview**

See Dave Davis's report above.

**B. Outreach for Local Businesses**

See Dave Davis's report above.

**C. 2021 Calendar Schedule Change**

Sharon proposed the revised 2021 calendar below. There will be six meetings instead of twelve. This schedule will coincide with the construction season (March through November) and significant movement on major Capital Improvement Projects.

2021 MWEBE Committee Meeting Schedule	
Committee Meeting Dates	No Committee Meeting Dates
Wednesday, January 20, 2021	Wednesday, February 17, 2021
Wednesday, March 17, 2021	Wednesday, April 21, 2021
Wednesday, May 19, 2021	Wednesday, June 16, 2021
Wednesday, July 21, 2021	Wednesday, August 18, 2021
Wednesday, September 15, 2021	Wednesday, October 20, 2021
Wednesday, November 17, 2021	Wednesday, December 15, 2021

Ald. Braithwaite moved to approve the revised 2021 MWEBE Meeting Calendar, Seconded by Ald. Simmons 6-0 (roll call taken).

**7. OTHER BUSINESS**

Jessica shared that at the December 18, 2019 meeting; staff requested the October 16, 2019 meeting minutes be amended to include a notation that the Committee had discussed potentially assessing a full penalty concerning the Robert Crown Project.

Ald. Braithwaite noted the City would be receiving funds from the federal government.

Luke suggested moving the September 15 meeting to September 29, 2021.

Sharon mentioned staff met with V-Link, a customized platform for multi-vending. Staff will be meeting again with V-link. Jessica requested staff inquired whether the software would be retail only as it pertains to goods and services.

Ald. Simmons announced this meeting would be her last meeting. Ald. Simmons shared she is grateful to have served on this Committee.

**Public Comment**

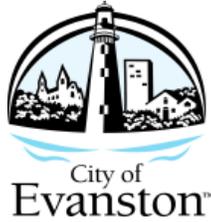
Mike Vasilko noted the MWEBE Committee voted unanimously last year to fine Bulleys and Andrews for failing to meet the LEP requirements. Mike recalled that staff had submitted a memo recommending Bulleys and Andrews not be fined. Mike

inquired from the Committee the reasons why the fine was waived for Bulleys and Andrews. Ald. Braithwaite recommended Mike review the minutes from the MWEBE Committee meeting regarding this topic.

Clare Kelly noted the vote was unanimous to fine Bulleys and Andrews. Clare inquired about the process once the Committee votes to fine a company for failure to meet the LEP requirements.

**8. Adjournment**

Ald. Simmons moved the meeting be adjourned, seconded by Jessica 5-0 (roll call taken). The meeting ended at 6:26 p.m.



## Memorandum

To: Members of the Administration and Public Works Committee  
From: Hitesh Desai, Chief Financial Officer  
CC: Tammi Nunez, Purchasing Manager; Erika Storlie, City Manager  
Subject: Evanston Spend Analysis Including Amazon Shopping Update  
Date: April 12, 2021

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Recommended Action:

Staff recommends the City Council to accept and place on file the spend analysis report for FY 2018 and FY 2019.

Council Action:

For Action: Accept and Place on File

Summary:

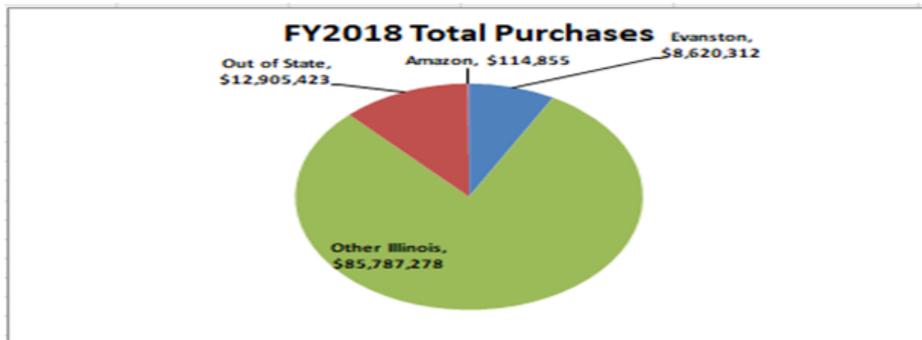
Staff received a request to provide an update of City purchases. Below is the fiscal year 2018 and 2019 summary comparison.

The attached graphics summarizes the City of Evanston purchases based on the report run from the New world system including credit card purchases.

- **2018 Total Purchases of \$107,427,868**
- **2019 Total Purchases of \$136,161,401**

**2018 Total Purchases of \$107,427,868**

Evanston	8%	Evanston	\$8,620,312
Other Illinois	80%	Other Illinois	\$85,787,278
Out of State	12%	Out of State	\$12,905,423
Amazon	0%	Amazon	\$114,855

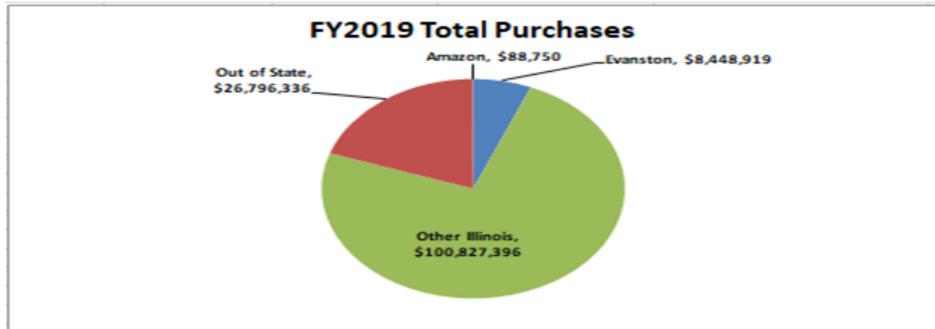


By Location	Purchases (#)	Purchases (\$)	Portion of Sum (%)	Average Purchase Price
Evanston	4444	\$ 8,620,312	8%	\$ 1,939.76
Other Illinois	6129	\$ 85,787,278	80%	\$ 13,996.95
Out of State	3415	\$ 12,905,423	12%	\$ 3,779.04
Amazon	849	\$ 114,855	0%	\$ 135.28
<b>Total</b>	<b>14837</b>	<b>\$ 107,427,868</b>	<b>100%</b>	<b>\$ 7,240.54</b>

	Evanston	Other Illinois	Out of State	Amazon
CITY COUNCIL	\$ 6,129	\$ 254	\$ 9,592	\$ -
CITY CLERK	\$ 1,549	\$ 1,578	\$ 6,194	\$ -
CITY MANAGER'S OFFICE	\$ 2,151,090	\$ 6,224,074	\$ 2,272,516	\$ 3,342
LAW	\$ -	\$ 4,048,831	\$ 23,511	\$ -
ADMINISTRATIVE SERVICES	\$ 1,238,995	\$ 21,188,133	\$ 5,979,875	\$ 62,628
COMMUNITY DEVELOPMENT	\$ 3,290,902	\$ 995,889	\$ 494,994	\$ -
POLICE	\$ 440,576	\$ 1,315,280	\$ 716,397	\$ 1,356
FIRE MGMT & SUPPORT	\$ 7,891	\$ 10,545	\$ 12,742	\$ 2,748
HEALTH	\$ 59,620	\$ 646,126	\$ 48,006	\$ 3,824
PARKS AND RECREATION	\$ 874,846	\$ 2,632,553	\$ 448,892	\$ 24,993
PUBLIC WORKS AGENCY	\$ 505,113	\$ 45,492,473	\$ 1,782,341	\$ 15,074
UTILITIES	\$ -	\$ 2,862,810	\$ 1,056,491	\$ -
NON-DEPARTMENTAL	\$ 200	\$ -	\$ 4,770	\$ 890
Other/Department Not Labeled	\$ 43,400	\$ 368,732	\$ 49,103	\$ -

**2019 Total Purchases of \$136,161,401**

Evanston	6%	Evanston	\$8,448,919
Other Illinois	74%	Other Illinois	\$100,827,396
Out of State	20%	Out of State	\$26,796,336
Amazon	0%	Amazon	\$88,750



By Location	Purchases (#)	Purchases (\$)	Portion of Sum (%)	Average Purchase Price
Evanston	4735	\$ 8,448,919	6%	\$ 1,784.35
Other Illinois	6382	\$ 100,827,396	74%	\$ 15,798.71
Out of State	4105	\$ 26,796,336	20%	\$ 6,527.73
Amazon	447	\$ 88,750	0%	\$ 198.55
<b>Total</b>	<b>15669</b>	<b>\$ 136,161,402</b>	<b>100%</b>	<b>\$ 8,689.86</b>

	Evanston	Other Illinois	Out of State	Amazon
CITY COUNCIL	\$ 6,898	\$ 174	\$ 8,612	\$ -
CITY CLERK	\$ 752	\$ 1,011	\$ 2,748	\$ 54
CITY MANAGER'S OFFICE	\$ 1,151,564	\$ 10,599,169	\$ 14,808,032	\$ 1,586
LAW	\$ 12,796	\$ 593,633	\$ 63,481	\$ -
ADMINISTRATIVE SERVICES	\$ 1,083,001	\$ 13,354,185	\$ 8,683,499	\$ 65,451
COMMUNITY DEVELOPMENT	\$ 2,994,187	\$ 654,659	\$ 501,666	\$ 664
POLICE	\$ 354,872	\$ 1,530,867	\$ 601,208	\$ 1,097
FIRE MGMT & SUPPORT	\$ 30,578	\$ 1,965,274	\$ 44,095	\$ 54
HEALTH	\$ 198,218	\$ 798,002	\$ 34,055	\$ 2,270
PARKS AND RECREATION	\$ 1,167,281	\$ 1,606,563	\$ 403,285	\$ 9,186
PUBLIC WORKS AGENCY	\$ 1,447,801	\$ 66,128,492	\$ 1,151,001	\$ 7,944
UTILITIES	\$ 860	\$ 3,582,712	\$ 492,545	\$ -
NON-DEPARTMENTAL	\$ 109	\$ 11,660	\$ 1,953	\$ 445
Other/Department Not Labeled	\$ 3	\$ 993	\$ 158	\$ -

2021 Update:

Recently, finance staff convened meetings with Department Directors and key staff, engaged in purchasing on behalf of the City to share their thoughts on current policies and procedures regarding purchases.

We requested feedback on the following items:

1. Under \$25K Spending Report review
2. Shopping Evanston First Policy
3. City policy and use of Amazon online ordering.
4. City's current Local Preference Policy review
5. Establishing list of under \$25K projects.

We had multiple meetings with Administrative Services (Facilities/Fleet and IT), Parks & Recreation, and Public Works Agency. Staff provided valuable feedback which is summarized below:

Shopping online (Amazon, Target, Walmart) V/S going into the local store discussion:

- Go to Target, Walmart in person- lot of time and money wasted- rather than buy items online from target and Walmart. Not economical when buying in bulk for Recreation. Departments need extra staff to shop at stores (expensive and wasted time managers spend going to local store, shopping, specialty and bulk items quantities not available.)
- Departments are faced with additional online shopping due to ongoing pandemic environment instead of sending staff to stores to shop locally.
- Many times, the price is significantly lower and delivery time quicker on certain tools that may not even be in stock in Evanston.
- Custom made supplies, unique; specialty items required in Parks are not available locally (Public Works and Admin. Services – Facilities/Fleet has similar issues.) No local vendors for fleet parts in Illinois. Tough to get program supplies for recreation programs/centers.
- Finally, many times local businesses do not participate (not interested in working with the city). They are unable to satisfy Insurance/bond (lowered to 100% from 110% in 2020) and prevalent wage requirements.

Considering the above issues, we, again, reminded staff to prefer local shop wherever feasible without compromising on quality and price.

5% Local preference policy:

Currently, the city has a policy of preferring local vendor if price is within 5% of the lowest bid. This, usually, comes into play more with under \$25K projects for supplies and services. Staff also pointed out that 5% policy is hardly a factor, because of unavailability of local contractor in big projects.

Next Steps:

Staff will intensify its efforts to reach out to local vendors to get quotes. We will also monitor large projects and the relevance of local preference policy on these projects.

Currently, city staff strives to have at least 3 quotes including at-least one from Evanston business and one from minority/woman owned business.

Considering all factors mentioned above, staff will continue to look for ways to strike a balance and find opportunities to buy locally without comprising quality, price, and staff time. Department directors will continue to remind staff to use local vendors.

Departments will also provide a list of upcoming projects, purchases and services for FY 2021 which will be uploaded quarterly to city Bids and Proposal page. Going forward, staff will include the statement in the memo to indicate whether any Evanston business was available or not.

2021 MWEBE Goal Compliant											
Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	1/11/2021	Bid 20-50	Levy Senior Center - Linden & Locust Rm Rennov	\$248,614.37		Troop Contracting, Inc					
					4%	Salamanca & Meza LLC	X				\$10,000.00
					4%	Marketing Contracting Services	X				\$30,690.00
					12%	Devontry LLC			X		\$30,910.00
<b>January Total</b>				\$248,614.37							\$71,600.00
<b>Total to Date</b>				\$248,614.37	<b>29.0%</b>		<b>2</b>	<b>0</b>	<b>1</b>		<b>\$71,600.00</b>
ADM	4/26/2021	RFP 20-51	General Liability & Workers Compensation	\$102,500.00		Cannon Cochran Management Services, Inc.					
					10%	Risk Management Solutions	X				\$10,250.00
PWA	4/12/2021	Bid 21-07	Robert Crown Playground	\$404,044.00		Hacienda Landscaping (LEP Eligible)					
					100%		X				\$404,044.00
PWA	4/12/2021	RFP 20-01	Robert Crown HVAC	\$70,100.00		Anchor Mechanical Facilities Services					
					25%	Aberdeen Group, Inc	X				\$17,525.00
PWA	4/12/2021	Bid 21-10	2021 CIPP Sewer Rehab Contract A	\$173,684.00		Benchmark Construction					
					25%	Smith Maintenance	X				\$43,500.00
PWA	4/12/2021	Bid 21-06	McCulloch Park Renovations	\$890,636.00		Hacienda Landscaping (LEP Eligible)					
					100%		X				\$890,636.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	4/12/2021	RFP 20-55	Water Utility Continuity - Operation Plan	\$119,906.00		AECOM Technical Services Inc.					
					25%	Clarity Partners LLC	X				\$29,980.00
<b>April Total</b>				\$1,760,870.00							\$1,395,935.00
<b>Total to Date</b>				\$2,009,484.37			8	0	1		\$1,467,535.00

2021 MWEBE Goal Waived						
Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	2/22/2021	Bid 20-54	\$821,669.00	54 Inch Intake Heater Cable	Lake Erie Diving, Inc. (Painesville, OH)	Precludes Subcontracting Opportunities
PWA	4/12/2021	Bid 21-11	\$97,240.00	2021 Citywide Tree Removal Program	Landscape Concepts Mgmt (Grayslake, IL)	Precludes Subcontracting Opportunities
		<b>Year to Date</b>	<b>\$918,909.00</b>			

LEP Penalty Fund as of 04.30.2021

See the attached Accounting Dept report - last page for details.

LEP  
Acct.

Notes:

- Total of three invoices since Jan 2021 for Evanston Rebuilding Warehouse (ERW) in Jan, Feb and April
- ERW's invoices were **\$19,656.00**
- There was one LEP penalty collected for Central Rug and Carpet in the amount of **\$4,026.00**
- **Previous LEP Balance reported by Accounting was \$73,352.00 / Current Balance is \$57,722.59.**

**CITY OF EVANSTON  
LEP VIOLATION ANALYSIS**

**Account 100.41307**

Year	Vendor	Bid No	Project Name	Violation Amount	GL Amount	GL Date	Comments
2013	SAK Construction	13-09	CIPP Sewer Rehab Contract A	2,000.00			Prior to Conversion-Reclass Sewer Exp (7420)
2013	Bolder Contractio	13-36	Davis Street Water Main & Sewer Replacement	9,000.00			Prior to Conversion-Reclass Water Exp (7330)
2013	Chicago Paving	13-37	Parking Lot Improvement at Central and Stewart	3,400.00			Prior to Conversion-Reclass Parking Exp (55476)
2013	Elanar Construction	13-39	Firemen's Park Renovation	4,100.00			Prior to Conversion-Reclass CIP Exp (5170)
2013	F.E Moran	13-48	2013 HVAC Improv Project	6,700.00	6,700.00	12/31/2014	
2014	A Lamp Concrete	14-31	2014 Water Main Replacement & St Resuf CIP 3	4,515.00	4,515.00	7/28/2015	
2014	A Lamp Concrete	14-41	Sherman Ave Streetscape & Resurf Project	3,087.00	3,087.00	7/28/2015	
2015	American Suncraft	15-03	Repair and Repair Standpipes	11,558.58	11,558.58	12/6/2018	Reclass
2015	Kenny Construction	15-01	2015 CIPP Sewer Rehabilitation Contract A	3,418.00	3,418.00	11/27/2018	Reclass
2015	Kovilic Construction	15-29	Church Street Boat Ramp	2,974.00	2,974.00	11/27/2018	Reclass
2015	Auto Prkg. Techno	14-25	Parking Account Revenue Configuration System	9,344.00	9,344.00	12/30/2017	
2016	Glenbrook Excavation	15-60	2016 CIP 1 Water Main Resuf Project	5,281.00	5,281.00	12/5/2018	Reclass
2016	DBS/ Garland		Water Treatment Facility Road & Masonry	3,067.63	3,067.63	3/24/2017	
2016	Reliable & Assoc	16-40	Library Underground Parking Garage Upgrade	1,047.50	1,047.50	5/9/2017	
2016	A Lamp Concrete	16-55	2016 Parking Lot Improvement	6,609.71	6,609.71	3/27/2018	
2017	Builders Pavers	17-27	2017 Parking Lot Improvement	1,584.00	1,584.00	4/10/2018	
2017	Kenny Construction	17-44	2017 CIPP Sewer Rehab Contract B	3,385.05	3,384.42	12/31/2017	
	Bank of America		Purchasing Card	(950.00)	(950.00)	2/27/2015	
	Bank of America		Purchasing Card	(1,680.00)	(1,680.00)	3/31/2015	
	Office Deport		Accounts Payable	(34.51)	(34.51)	12/15/2015	
	Bank of America		Purchasing Card	(19.06)	(19.06)	12/31/2015	
	Bank of America		Purchasing Card	(182.96)	(182.96)	12/31/2015	
	SAMS Club		Accounts Payable	(138.67)	(138.67)	6/9/2016	
	Evanston Round Table		Accounts Payable	(50.00)	(50.00)	5/9/2017	
	Brian K Johnson		Accounts Payable	(892.00)	(892.00)	8/15/2017	
	SAMS Club		Accounts Payable	(224.61)	(224.61)	6/7/2017	
	SAMS Club		Accounts Payable	(27.44)	(27.44)	6/7/2018	
			<b>Balance as of 12/31/2018</b>	<b>76,871.59</b>	<b>58,371.59</b>		
			Adjust Prior to Conversion		18,500.00	1/25/2019	
2018	Copenhaver		Fountain Square		1,869.47	7/23/2019	
2018	Kovilic Construction		Church Street Harbor		4,327.20	9/10/2019	
2018	Chandler Newberger Center		Ambler Mechanical		4,888.80	8/13/2019	
2018	MAG Construction		South Standpipe MCC		3,721.55	4/23/2019	
	Value Innovation Technologies		Accounts Payable		(5,000.00)	4/9/2019	
	Evanston Rebuilding Warehouse		Accounts Payable		(3,531.75)	9/10/2019	
	Reimbursement Police Application		Journal Entry (Per Tammi's Email)		(40.00)	10/22/2019	
	Evanston Rebuilding Warehouse		Accounts Payable		(3,168.00)	11/12/2019	
	Evanston Rebuilding Warehouse		Accounts Payable		(2,251.50)	11/14/2019	
	Evanston Rebuilding Warehouse		Accounts Payable		(2,300.00)	11/26/2019	
	Evanston Rebuilding Warehouse		Accounts Payable		(2,832.00)	12/10/2019	
			<b>Balance as of 12/31/2019</b>		<b>72,555.36</b>		
	Central Rugs & Carpet		Accounts Payable		2,691.97	4/28/2020	
	Evanston Rebuilding Warehouse		Accounts Payable		(11,395.50)	4/28/2020	
	Chicagoland Paving Contractors, Inc.		Accounts Payable		3,806.66	5/27/2020	
	Copenhaver Construction		Accounts Payable		10,834.45	6/9/2020	
	Evanston Grill		Accounts Payable		(1,737.33)	7/27/2020	
	Evanston Rebuilding Warehouse		Accounts Payable		(6,000.00)	8/10/2020	
	Life in Progress		Accounts Payable		(1,779.96)	8/10/2020	
	Featherson Realty		Accounts Payable		(2,500.00)	8/20/2020	
	Minouchic Boutique		Accounts Payable		(2,500.00)	8/20/2020	
	Hacienda Landscaping		Accounts Payable		1,116.94	9/29/2020	
	ADAMS, HOWARD & MATHEWS LLC		Accounts Payable		(2,500.00)	9/29/2020	
	BLISSFUL NAIL SPA		Accounts Payable		(2,500.00)	9/29/2020	
	COMMUNITY WELLNESS INSTITUTE, LLC		Accounts Payable		(1,652.00)	9/29/2020	
	FREEMAN PICTURES, INC.		Accounts Payable		(1,944.72)	9/29/2020	
	JOY OF DOWNSIZING		Accounts Payable		(2,500.00)	9/29/2020	
	JULIE KARNES		Accounts Payable		(2,500.00)	9/29/2020	
	KOI CONSULTING GROUP, INC.		Accounts Payable		(2,500.00)	9/29/2020	
	KOMBUCHA BRAVA LLC		Accounts Payable		(2,500.00)	9/29/2020	
	NARGIS BEAUTY SPOT		Accounts Payable		(2,500.00)	9/29/2020	
	NETICIA BLUNT-WALDRON		Accounts Payable		(2,310.00)	9/29/2020	
	PATRICE A. BRYANT		Accounts Payable		(2,500.00)	9/29/2020	
	PHLB, LLC DBA HLB, LLC		Accounts Payable		(2,500.00)	9/29/2020	
	POWERING CAMPAIGNS		Accounts Payable		(2,120.00)	9/29/2020	
	RACHEL TEUER		Accounts Payable		(1,205.00)	9/29/2020	
	REPRISE EVANSTON, LLC - REPRISE COFFEE ROASTERS		Accounts Payable		(2,500.00)	9/29/2020	
	SERENITY NAILS		Accounts Payable		(2,500.00)	9/29/2020	
	STAR CLEANERS		Accounts Payable		(2,500.00)	9/29/2020	
	Evanston Rebuilding Warehouse		Accounts Payable		(6,268.50)	10/27/2020	
	Amber Mechanical Contractors		Accounts Payable		3,760.22	12/15/2020	
	Albion Residential		Journal Entry		50,000.00	12/31/2020	
			<b>Balance as of 12/31/2020</b>		<b>73,352.59</b>		
	Evanston Rebuilding Warehouse		Accounts Payable		(6,000.00)	1/26/2021	
	Evanston Rebuilding Warehouse		Accounts Payable		(4,471.50)	2/23/2021	
	Central Rug & Carpet Co.		Accounts Payable		4,026.00	3/9/2021	
	Evanston Rebuilding Warehouse		Accounts Payable		(9,184.50)	4/27/2021	
			<b>Balance as of 4/30/2021</b>		<b>57,722.59</b>		

## Review Committee Mission Statement and Goals

### **M/W/EBE Development Committee Web Page Statement**

A Minority Business Advisory Committee was first established in 1991 by the City Manager's Office to counsel the City Manager in an advisory capacity. In 1997, the City Council approved a recommendation to reorganize the Minority Business Enterprise Advisory Committee. As described in Resolution 71-R-97, the reconstituted Committee would advise Council on the development and implementation of an M/W/EBE program for the City of Evanston.

The goal of the Local Employment Program (LEP) is to provide employment opportunities to qualified Evanston residents as laborers, apprentices and journeymen in such trades as electrical, HVAC, carpentry, masonry, concrete, finishing, truck drivers, etc. for construction projects within the city.

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Examples of Vision & Mission Statements:

**Mission Statement: (What You Do)** A one/two sentence statement describing the reason for the committee's program existence (who/what the committee does this work for?)

**Vision Statement: (Desired End-State)** A one-sentence statement describing the clear and inspirational long-term desired change resulting from the committee's work

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