



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

Wednesday, July 20, 2022
6:00 P.M.
Meeting Minutes

MEMBERS PRESENT: Councilmember Bobby Burns, Councilmember Devon Reid, Angela Pennisi, Bonaventure Fandohan, Kemone Hendricks, Ernest Noy

MEMBERS ABSENT: Jerad Davis, Michael McLean

STAFF PRESENT: Chief Financial Officer/Treasurer Hitesh Desai, Interim Corporation Counsel Derke Price, Purchasing Manager Tammi Nunez, and Nathan Norman Workforce Development Coordinator

PRESIDING MEMBER: Councilmember Bobby Burns

1. DECLARATION OF A QUORUM

With a quorum present Councilmember (CM) Burns called the meeting to order at 6:07 PM.

2. ELECTION OF CHAIR PRO TEM

Interim Corporation Counsel Derke Price explained the make-up of the Committee. We went back to the original; we did find it from 1997, the resolution that makes this committee report directly to Council. As there was some thought that Committee reported to APW, it doesn't; reports directly to Council as such council six two applies, which means that it should be a Council member that is the chair of this committee. The chair of this Committee, now that the Council member Braithwaite has resigned needs to be one of the council members. And so, we need nominations for that.

3. PURSUANT TO RULE 5.6.3 SELECTION RULES OF THE CITY COUNCIL OF THE CITY OF EVANSTON - MWEBE CITIZEN COMMITTEE CHAIR

CM Reid nominated Councilmember Burns for Committee Chair; Angela Pennisi seconded the nomination. Corporation Counsel Price asked if any other nominations? Hearing none, a voice was taken. Councilmember Burns nomination for Chair passed unanimously.

It was clarified that the Committee Chair is held by a Council Member due to the Committee reports to Council (not APW as previously thought).

4. APPROVAL OF MINUTES

Councilmember Burns motioned to approve the March 16th, 2022 minutes. All voted in favor of approving minutes unanimously.

5. GUEST INTRODUCTIONS

No Guest

6. OLD BUSINESS**A. NU Incubator Update**

Nathan Norman provided an update regarding the NU Incubator. N. Norman stated the NU Incubator is in the final process of finalizing the agreement between the City of Evanston, the AUX and Sunshine Enterprises. The Incubators budget over the initial 12 months will be \$300,000 and funded through Northwestern's Racial Equity Fund. One guest asked how many beneficiaries are expected from the \$300,000 budget and N. Norman answered that he would need to invite Dave (no last name given) to answer. N. Norman also stated this funding will be used to support the \$7.3 million fundraising campaign. Kemone Hendricks asked if there is an expected date for this to be up and running. N. Norman stated he expects this to happen before the end of the year. K. Hendricks asked if there was any community involvement on how this program will be ran, how many monitory businesses will it house, what are the different offers. N. Norman reiterated that Dave (no last name given) can help answer but that the AUX has been engaged in outreach. K. Hendricks's feels there needs to be more outreach. Angela Pennisi asked what is the AUX . N. Norman answered that the project is called AUX, the Incubator is the AUX. A. Pennisi asked where is the agreement standing on signing. Nathan Norman stated next stage is implantation and finalizing the project. A guest asked what is the number of businesses that will benefit from the program. N. Norman responded that there is not a particular number but it is aimed at helping black businesses and it's not capped at a particular number. A. Pennisi asked if the funding source or grant info is public information. N. Norman suggested going back to the proposal for information.

7. STAFF REPORTS**A. M/W/EBE and LEP Tracking Report**

Tammi Nunez provided an overview of the MWEBE tracking report for July 2022. T. Nunez provided a description of what the MWEBE goal compliance report is and what is listed on the report. T. Nunez stated that MWEBE is a goal and not an ordinance like LEP, which is required for construction projects over \$250,000. Several examples of LEP projects were shared with the committee by T. Nunez. T. Nunez stated that there has only been one project that was awarded by council for 2022. One project was the alley improvement project and was awarded to Capital Cement. Capital Cement came in under the 25% MWEBE goal with 23.76% with several subcontractors and one Evanston business. T. Nunez also shared that two LEP waivers had been granted, one from the June 13th council meeting for a \$100,341.50 no bid repair due to the vendor, Garland DBS, already being mobilized onsite for another project and the added project created a cost savings for the city. The second vendor awarded with a LEP waiver from the July 11th council meeting was for \$35,750 for National Bridge Inspection Structural Engineering Services RFP

and precluded subcontracting opportunities that were not available and would have increased the costs. As of 7/20/2022, there were no updates in the LEP penalties and the balance was at \$61,230.81. Councilmember Burns asked about adding the LEP waiver to the headlines of future council meetings and if that can be expected at the upcoming council meeting and if there is a standard operation procedure that can be added. T. Nunez clarified that the waivers are for MWEBE and not LEP.

8. NEW BUSINESS

A. Clearwater Contracting, Inc., Evanston Based Business Consideration
Evanston based business consideration for Clearwater letter to committee regarding waiver for MWEBE. T. Nunez shared that this business has not met the one year requirement and had applied for their business license in March 2022 and will not be considered an EBE until 2023. Clearwater has recently moved into Evanston and had interest in bidding on a project but would not meet the MWEBE requirement prior to the bid closing date. Councilmember Burns stated Clearwater is partnering with the city with the lead water line replacement and believes these considerations are favored when the company shows a deep commitment to Evanston. All committee members supported moving forward with the waiver and a motion was granted and approved. T. Nunez will confirm if the project had been awarded but that the MWEBE committee's approval of the waiver is sufficient.

9. OTHER BUSINESS

A. Revised 2022 Monthly Committee Calendar

T. Nunez clarified the dates for future MWEBE committee meetings regarding breaks and shared there will be breaks on August 17, 2022 and November 18, 2022. Breaks will also occur for March 2023, August 2023 and November 2023. A. Pennisi stated she will not be in the country for the September 2022 meeting. All voted in favor. Councilmember Burns discussed developing a work plan for the committee including the mission, purpose, goals for the remainder of 2022 and 2023 to be discussed during the next committee meeting.

10. ADJOURNMENT

Councilmember Braithwaite motioned the meeting be adjourned, motion seconded carried unanimously. Meeting ended at 7:20 pm.