MEETING MINUTES
HUMAN SERVICES COMMITTEE
Monday May 2, 2011
7:00 p.m.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present: Ald. Holmes, Fiske, Grover, Tendam and Braithwaite

Members Absent:


Presiding Member: Ald. Tendam

Declaration of Quorum
With a quorum present, Chairman Tendam called the meeting to order at 7:09 pm.

Citizen Comment
Mr. Mickey 3 spoke on various non-agenda items.

APPROVAL OF MEETING MINUTES of March 7, 2011
A correction was made on page 2, Communication …Memorandum of Understanding….
It was moved and seconded that the minutes of the March 7, 2011 meeting be approved. A voice vote was taken and the minutes were approved as amendment 5-0.

Update on Citizen Review of Police Complaints
The update on citizen review of police complaints was accepted 5-0.

Township April bills
It was moved and seconded to approve the Township of Evanston monthly bills. A voice vote was taken and the monthly bills were approved 5-0.

Township Budget
It was moved and seconded to discuss the proposed Township Budget; Held in Committee.

Due to the projected increase in clients the Township Supervisor has not authorized a pay increase for staff.

The Assessor’s budget proposed an increase for the Deputy Assessor’s salary from 45,000.00 to 53,000.00 an $8000.00 increase, which was not supported by the committee. The Assessor fears the Deputy Assessor would not continue his employment with the Township if the proposed increased is not approved.
Ald. Fiske asked the following questions regarding information listed on page 5 of the proposed budget:

- What equipment is being purchased?
- What is the true cost of operating the office annually?
- Why is there an increase in the storage rental fees and should that cost be included in operating costs?
- What is contingency; 2011 actual is $161.00 why budget $500.00
- Explain bank fees

These questions will be answered via Q&A at the June 6th meeting.

Ald. Grover asked what is the cost saving for eliminating the Maintenance Engineer’s position; Ms. Vance replied the contracted cost is a 50% savings.

Ald. Fiske asked for a rational as to purchasing a computer and rental to store it at an off-site location. Supervisor Vance stated the disaster plan includes a computer for disaster recovery which is dictated by the annual audit issues. Ms. Vance will research if an external hard drive can be used in place of purchasing a new computer for the disaster recovery and the storage location.

Clarification was given as to which of the Town funds can be transferred: The General Assistance Fund (GA) is a fixed fund and can only be used for GA. The Town General Fund is flexible and monies can be transferred to the GA fund if necessary.

**Farmers Market Ordinance**

It was moved and seconded to approve Ordinance 34-O-11 Amending Chapter 25, “Farmers’ Market,” of Title 3, “Business Regulations,” of the Evanston City Code, Related to the Regulation of Farmers’ Markets. A voice vote was taken and Ordinance 34-O-11 was approved 5-0.

The rewritten ordinance reflects the current needs of the markets and the community.

The Friends of Evanston Farmers Markets supports the markets by encouraging people to attend the markets; they do not run the markets.

Mr. Zollie Webb staff to the Downtown Market gave a summary for the procedures to use the Illinois Link Card. The Link Card usage began at the West End Market out of necessity and was adopted by the Downtown Market. The process however is more intricate than what is done at the West End Market. The Link Card is swiped for a dollar amount and the card holder is given “Evanston Dollars” which is to be used for purchases at the market only.

Douglas J. Gaynor, Parks, Recreation and Community Service Director stated that to eliminate the need to amend the ordinance if the pay structure changes the fees were not included in the proposed ordinance. Also, the Central Street Market fees will be waived during the pilot year; however, if the vendors return next year all fees will apply. The City will receive a small fee from the Central Market vendors to repair the park which is on turf unlike the Downtown Market which is on asphalt.

To further clarify the proposed ordinance Ald. Grover suggested minor amendments.
City Manager Bobkiewicz asked the committee for direction via further discussion of the health inspection fees due to an influx of requests to waive those fees.

The committee asked Mr. Webb if the health inspection fees had discouraged vendors from participating in the market; Mr. Webb replied no, in fact he has denied vendor request because all stalls are sold out. Mr. Webb believes the Winter Market vendors asked to waive their fees because they felt the fees were high due to the low market volume.

The committee all agreed to leave the health inspections fees as is.

**ADJOURNMENT**
The meeting was moved and seconded to adjourn. A voice vote was taken and the motion was approved at 8:55 pm.

Respectfully Submitted,
Nicola Whyte
Executive Secretary, Health Department