



**MINUTES OF SPECIAL MEETING**

**APPROVED**

**URBANA HISTORIC PRESERVATION COMMISSION**

**DATE:** August 19, 2026

**TIME:** 7:00 p.m.

**PLACE:** City Council Chambers, 400 South Vine Street, Urbana, Illinois

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**MEMBERS ATTENDING:** David Hays, Kathryn Holliday, Laura O'Donnell, Angela Urban, Andrew Weiss

**MEMBERS ABSENT:** Dennis Roberts

**STAFF PRESENT:** Evan Alvarez, Principal Planner; Aimirou Sy, Planner II; Teri Andel, Administrative Assistant II

**OTHERS PRESENT:** There were none.

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**A. CALL TO ORDER and ROLL CALL**

Chair Urban called the meeting to order at 7:00 p.m. Roll call was taken, and a quorum was declared with a majority of the members present.

**B. CHANGES TO THE AGENDA**

There were none.

**C. APPROVAL OF PREVIOUS MINUTES**

There were none.

**D. WRITTEN COMMUNICATIONS**

There were none.

**E. AUDIENCE PARTICIPATION**

There was no audience.

**F. CONTINUED PUBLIC HEARINGS**

There were none.

**G. OLD BUSINESS**

There was none.

**H. NEW PUBLIC HEARINGS**

There were none.

**I. NEW BUSINESS**

**Letter from the Historic Preservation Commission members to a representative of the Federal Transit Administration**

Chair Urban opened this item on the agenda.

Evan Alvarez, Principal Planner, introduced options for processing this item. He recommended that the Historic Preservation Commission make a motion and second, then amendments could be introduced, and any amendments would be voted on. He mentioned an option to have a straw poll amendment, in which the Commission makes a list of any amendments and then makes one motion and second for the entire amendment process. This is often used if there are several amendments so that the process does not become too cumbersome.

Mr. Hays moved to approve the letter. Ms. O'Donnell seconded the motion. Chair Urban asked if the Commission had any changes or additions to the letter. She mentioned the changes that were discussed at the previous meeting, such as attaching the Memorandum of Agreement as an appendix.

Mr. Hays asked for a moment of silence so he could double-check and compare his notes to the letter. A moment of silence was granted. Mr. Hays then thanked Dr. Holliday for writing the letter. He said that he found the letter to be a clear accounting of the review process as it unfolded for the Civic Center as the Historic Preservation Commission understands it. It reflects what happened and what did not happen and will help the State understand the ways in which the opinion represented by the City of Urbana were not based on consultation with the Historic Preservation Commission. He questioned whether it was hundreds or thousands of community members who were served by the Urbana Civic Center and replied it clearly was thousands.

Ms. O'Donnell noticed that the letter commonly refers to the Urbana Historic Preservation Commission as UHPC, but there is one reference as HPC on Page 2, Paragraph 2, Last Sentence. She believes it should be consistent, so that someone reading the letter does not think it is two separate things.

Chair Urban said that normally they go by HPC; but in this case, because the letter is being sent outside the City of Urbana, it makes sense to use UHPC.

Mr. Weiss moved to make this change to the motion. Mr. Hays seconded the motion. The amendment was passed by unanimous voice vote.

Mr. Weiss moved that the Historic Preservation Commission approve the letter with the amendment and that each member sign the letter in the proper places. Ms. O'Donnell seconded the motion.

Mr. Alvarez stated that he would follow up with getting more information on the signature block and get in touch with the Commission.

Roll call on the motion was as follows:

|               |   |     |           |   |     |
|---------------|---|-----|-----------|---|-----|
| Ms. O'Donnell | - | Yes | Ms. Urban | - | Yes |
| Mr. Weiss     | - | Yes | Mr. Hays  | - | Yes |
| Dr. Holliday  | - | Yes |           |   |     |

The motion passed unanimously.

#### **J. MONITORING OF HISTORIC PROPERTIES**

There was none.

#### **K. STAFF REPORT**

There was none.

#### **L. STUDY SESSION**

There was none.

#### **M. ANNOUNCEMENTS**

##### **Confirmation of September 2, 2026 Meeting of the Historic Preservation Commission**

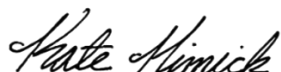
Mr. Alvarez stated that staff received an application for a Certificate of Appropriateness for 404 West Illinois Street. This case will be presented at the September 2, 2026 regular meeting of the Historic Preservation Commission. Chair Urban added that the house is currently being held up with extra wood stilts.

Dr. Holliday asked about the next steps for the letter that was just voted on. She said that she will make the edits as directed by the Commission and then forward the letter to staff. Mr. Alvarez stated that he will check with the City Clerk about the procedure and provide an answer to Chair Urban during their meeting on Thursday.

#### **N. ADJOURNMENT**

Ms. O'Donnell moved to adjourn the meeting. Dr. Holliday seconded the motion. Chair Urban adjourned the meeting at 7:16 p.m.

Submitted,



Kate Himick  
Historic Preservation Commission Secretary