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**DATE:** Monday, April 20, 2026  
**TIME:** 7:00 p.m.  
**PLACE:** 400 S. Vine Street, Urbana, IL 61801

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The City Council Committee of the Whole of the City of Urbana, Illinois, met in regular session Monday, April 20, 2026, at 7:00 p.m.

**ELECTED OFFICIALS PHYSICALLY PRESENT:** DeShawn Williams, Mayor; Darcy Sandefur, City Clerk; CM Maryalice Wu, CM Christopher Evans, CM Verdell Jones III, CM Grace Wilken, CM James Quisenberry

**ELECTED OFFICIALS ABSENT:** CM Chaundra Bishop

**STAFF PRESENT:** Bourema Ouedraogo, Matthew McKinney, Elizabeth Hannan, Seok Hyun Cho, Larry Boone, Matt Roeschley, Darius White

**OTHERS PRESENT:**

**Chair:** *Verdell Jones III, Ward 4*

**1. Call to Order and Roll Call**

With a quorum present, Chair Jones called the meeting of the Urbana City Council to order at 7:00 p.m.

**2. Approval of Minutes of Previous Meeting**

None.

**3. Additions to the Agenda**

None.

**4. Presentations and Public Input**

*Written Public Input regarding a stop sign request for the intersection of Oregon Street and Broadway Avenue due to speeding was received from an anonymous individual and read by CM Evans.*

**5. Staff Report**

None.

## 6. New Business

- a. **Resolution No. 2026-04-016R:** A Resolution Approving a Law Enforcement Agencies Data Systems Intergovernmental Agreement with the University of Illinois Board of Trustees Related to Services – PD

Presented by Matthew McKinney, Lieutenant with Elizabeth Hannan, HR & Finance Director / CFO available for questions. The Resolution approves an Intergovernmental Agreement (IGA) between the City of Urbana and the Board of Trustees of the University of Illinois on behalf of its Division of Public Safety (UIPD) for maintaining coverage of the Urbana Police Department's (UPD) Law Enforcement Agencies Data System (LEADS) traffic between the hours of 11 p.m. and 7 a.m. daily at an annual cost of \$49,700 with a 4% annual increase after the first year. Matthew McKinney stated in 2019, the low Police Service Representative staffing levels required the UPD to work with the UIPD on maintaining the 24-hour coverage for UPD's LEADS required by policy.

Stated this IGA formalizes the coverage for the LEADS system where the UIPD enters data on the UPD's behalf, but the UPD reviews all entries for legal compliance and accuracy and holds the responsibility to update and cancel data entries. Noted LEADS is audited by the State of Illinois and non-compliance with its policies will result in penalties.

Shared the UPD currently has five people staffing the Police Service Representative role with an additional person currently undergoing background checks. Stated six is the staffing capacity but still cannot support 24-hour coverage at the station due to the potential for unforeseen changes in staffing and the year-long training period before an applicant can begin to staff the desk. Questions followed.

Motion to approve to the regular agenda by CM Wu, seconded by CM Quisenberry.

Voice Vote:

**AYE:** Wu, Evans, Hursey, Jones, Wilken, Quisenberry

**NAY:** None.

- b. **Ordinance No. 2026-04-010:** An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #9 – Law Enforcement Agencies Data System Intergovernmental Agreement with the University of Illinois Board of Trustees Related to Services) – HRF

Presented by Elizabeth Hannan, HR & Finance Director / CFO. The Ordinance amends the budget to allocate an additional \$16,567 from the General Fund to the Police Services budget to fund LEADS access for the period of March through June 2026. Elizabeth Hannan stated the budget amendment is required due to the cost being unanticipated for this fiscal year and the upcoming budget will include the regular annual cost of \$49,700 for the services. Stated the General Fund has enough to cover the cost of amendment and will have \$3,525,995 in unreserved funds remaining. Questions and discussion followed.

Motion to approve to the regular agenda by CM Hursey, seconded by CM Wu.

Voice Vote:

**AYE:** Wu, Evans, Hursey, Jones, Wilken, Quisenberry

**NAY:** None.

- c. **Ordinance No. 2026-04-011:** An Ordinance Amending Urbana City Code Chapter 14, Section 14-7, Regarding the Schedule of Fees (July 1, 2026 through June 30, 2027) – HRF

Presented by Elizabeth Hannan, HR & Finance Director / CFO. The ordinance amends the Schedule of Fees within the City Code to help cover personnel-related expenses for core services, licenses, and permits. Elizabeth Hannan requested the annual update to the Schedule of Fees to be forwarded to the May 26 City Council meeting for approval to allow for at least 30 days of availability for public inspection. Stated the average increase to fees is 4.8% to align with overall increases in operational and personnel costs. Noted most fees are rounded to the nearest \$5.00 increment.

Stated increases to parking rental fees were required to stabilize the Parking Fund and allow for it to better support itself. Shared the Mobile Meter will also have its convenience fee increase by \$0.10 due to the increasing cost of credit card processing fees.

Stated a tiered fee structure for Special Events was introduced to account for the costs associated with labor and material costs of having the City assist in managing traffic diversions. Stated a new application fee for combined Preliminary and Final Applications for Planned Unit Developments was introduced to provide applicants with a discount for submitting both applications together.

Stated most liquor licenses are staying the same to accommodate unstable market conditions, but around a 5% increase to Golf Course Liquor Licenses and Package Liquor Licenses were recommended. Stated the penalty structure of late fees have been changed to replace the current daily accrual model with a flat-fee model.

Shared the changes are anticipated to generate around an additional \$250,000 in annual revenue across multiple City funds: around \$37,000 for the General Operating Fund, \$65,000 for the Sanitary Sewer Fund, \$127,000 for the Stormwater Utility Fund, and \$24,000 for the Parking Fund. Questions and discussion ensued.

Motion to approve to the May 26 City Council agenda by CM Wu, seconded by CM Hursey.

Voice Vote:

**AYE:** Wu, Evans, Hursey, Jones, Wilken, Quisenberry

**NAY:** None.

## 7. Discussion

### a. Surveillance Ordinance

City Administrator Darius White shared that City staff were still working on the compiled document containing all revision recommendations and were temporarily delayed due to being out of the office for the Champaign County First trip to the Capital City of Washington D.C. last week. Stated City staff will produce the requested document for Council before the next City Council meeting.

CM Wilken presented on Exigent Circumstances and sought to discuss how it would function in practice at a high threshold and a low threshold. Shared the sample policy report provided by the UPD regarding drones. Expressed the lower threshold for “Exigent Circumstances” proposed by the UPD creates significantly more administrative work than the higher threshold originally proposed in the Ordinance as “Disaster Circumstances”. Raised concern for how standard use is differentiated from “Exigent Circumstances” if the threshold is low.

Recommended the Authorized Uses section of a use policy to contain the clause for use under “Exigent Circumstances” by the UPD, cutting the need for an additional report to be made. Stated language can be written into the authorized and prohibited use segments to cover unexpected, irregular use as well as unanticipated uses irrelevant to a department’s scope.

Council discussed how this framework applies well to known technologies and how unconsidered or unauthorized technologies can be appropriately used during emergencies. Further discussed “Disaster Circumstances” and the need to clarify what qualifies as a disaster and how it functions.

## 8. Council Input and Communications

*CM Quisenberry* congratulated CM Jones for completing his first meeting as the Chair of the Committee of the Whole. *Mayor Williams* echoed congratulations to CM Jones for his first time chairing a Committee of the Whole meeting. Shared he and City Administrator White were able to join the Champaign County First group trip to the Capital City of Washington D.C. to lobby for support for development projects in the area. Emphasized the importance of unity across Champaign County during times of uncertainty.

## 9. Adjournment

With no further business before the committee of the whole Chair Jones adjourned the meeting at 7:51 p.m.

Seok Hyun Cho

Deputy City Clerk

This meeting was video recorded and is viewable [on-demand HERE](#). **Minutes approved: 6/8/26**

[REDACTED]  
[REDACTED]

Message:

I have sent two emails to public works requesting a stop sign at Oregon and Broadway. The high school students are speeding, drag racing and passing each other on the street. This nearly caused a head on collision between myself and another vehicle. I know other neighbors have requested this stop sign as well. I do not want to wait for a terrible or possibly fatal accident to occur for action to be taken. Please bring this to the council. Thank you.