
DATE: Monday, October 21, 2024
TIME: 7:00 p.m.
PLACE: 400 S. Vine Street, Urbana, IL 61801

The City Council Committee of the Whole of the City of Urbana, Illinois, met in regular session Monday, October 21, 2024, at 7:00 p.m.

ELECTED OFFICIALS PHYSICALLY PRESENT: Diane Wolfe Marlin, Mayor; Darcy Sandefur, City Clerk; CM Maryalice Wu, CM Christopher Evans, CM Shirese Hursey, CM Kolisetty, CM Bishop*, CM Grace Wilken*

***CM PRESENT REMOTELY**

ELECTED OFFICIALS ABSENT: CM James Quisenberry

STAFF PRESENT: Will Kolschowsky, Bourema Ouedraogo, Matt Roeschley, Carol Mitten, Larry Boone, Tim Cowan, Scott Tess, Courtney Kwong, Seok Hyun Cho

OTHERS PRESENT:

Chair: *Maryalice Wu, Ward 1*

1. Call to Order and Roll Call

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

2. Approval of Minutes of Previous Meeting

a. 09-30-2024 City Council Minutes

Motion to approve by CM Hursey, seconded by CM Evans.

Voice Vote:

AYE: Wu, Evans, Hursey, Bishop, Kolisetty, Wilken

NAY: None.

3. Additions to the Agenda

Mayor Marlin stated the Staff Report item on the update to Mayor/Council Strategic Goals was updated within the packet and the exhibit items for Ordinance No. 2024-10-034 were also updated. Stated both updates to the items were emailed out to Council this morning.

4. Presentations and Public Input

a. Public Input

Written Public Input requesting City Council consider the creation of an “Intimate Partner Violence (IPV) Task Force” using the remainder of the ARPA funds from Katie Muir was read by CM Wu.

5. Staff Report

a. Second and Third Quarter 2024 Update on Mayor/Council Strategic Goals – Exec

Presented by Carol Mitten, City Administrator. Stated a DCEO grant has been awarded to the City for the Hope Village project after Council had approved an application to the grant. Stated the item is set to come to Council for acceptance on the 18th of November. Stated efforts to reduce the rental registration inspection backlog and to better manage the workload for the Building Safety division in Community Development through adding a Housing Inspector have led to interviews for two potential candidates for the position. Stated an offer is expected to be extended within the upcoming weeks. Shared seven locations for sidewalks will be completed this Fall for the EQOL project with six locations for streetlights set to complete in Spring 2025. Stated rooftop solar panels have been installed at 610 Glover and are awaiting final inspections. Stated geothermal wells have been installed at the two new fire stations being constructed. Stated the Sustaining Urbana Neighborhoods (SUN) grant has not yet received any applications and encouraged all those interested in applying before the deadline on the 4th of November. Stated the six evenings for the Urbana Night Market have concluded and staff were pleased with the turnout and community support received for the events. Questions and discussion followed.

b. Announcements

Mayor Marlin shared on the 26th of October, the Black Mental Health and Wellness Conference will be held at Parkland College from 8:00am to 4:00pm with entry being free, but registering for free beforehand is encouraged. Stated the event is sponsored by the Champaign County Community Coalition and organized under the leadership of Donna Tanner-Harold. Shared the discussions for the meeting procedures of the Alternative Response Task Force are underway with BerryDunn and it has proceeded to discussions between attorneys.

6. New Business

a. Resolution No. 2024-10-071R: A Resolution Approving an Increase in the Number of Liquor Licenses in the Class P Designation for MP Liquor Inc d/b/a MP Food and Liquor, 1720 Philo Road Suite A, Urbana, Ill. – Exec

Presented by Mayor Marlin. The Resolution seeks to increase the number of Class P liquor licenses in the City of Urbana and grant a Class P liquor license to MP Liquor Inc d/b/a MP Food and Liquor. Mayor Marlin clarified Class P liquor license holders are allowed to sell at retail any and all alcoholic liquor in original package form for consumption off-premises only. Questions and discussion followed.

No motion was made, item failed on the floor.

b. Ordinance No. 2024-10-033: An Ordinance Fixing the Salary of the City Clerk Elected for a Definite Term of Office (2025-2029) – CM Bishop & City Clerk

Introduction provided by CM Bishop; presented by Darcy Sandefur, City Clerk. The Ordinance sets the salary for the elected position of the City Clerk for the four-year term commencing in May 2025. Darcy Sandefur provided background on the salary setting process. Shared data from salary studies conducted by the International Institute of Municipal Clerks (IIMC) and the Central Illinois Municipal Clerks Organization (CIMCO)

displaying the need for a salary increase as a full-time City Clerk. Spoke on the 2021 Compensation and Job Classifications study for the City's Non-bargaining unit employees conducted by Evergreen Consulting and how the position of the Deputy City Clerk was assessed. Cited city policy which states staff salaries should not exceed 90% of their supervisor's salary, stating currently the Deputy City Clerk position makes greater than 98% of the current salary for the City Clerk position. Questions and discussion followed.

Motion to approve by CM Bishop, seconded by CM Kolisetty.

Roll Call Vote:

AYE: Wu, Evans, Hursey, Kolisetty, Bishop, Wilken

NAY: None.

- c. **Ordinance No. 2024-10-034:** An Ordinance Fixing the Salary of City Officers Elected for a Definite Term of Office (2025-2029) – Exec

Presented by Mayor Marlin. The Ordinance sets the salaries for the elected positions of Mayor, City Clerk, and Alderperson for the four-year terms commencing in May 2025. Mayor Marlin stated information on historic salaries for elected offices in the City of Urbana from 2013 to 2024 are available in the packet. Stated the currently ongoing process for fixing the salaries is unusual and more confusing to navigate due to the two ordinances proposed. Provided background on the source of the differences in opinion on the salary values presented for the City Clerk position. Spoke on the charts and data provided within the packet regarding salaries across similar municipalities, noting the large amount of variance in salaries due to differences in population, government form, responsibilities, and financial capacities. Shared duties and responsibilities generally held by City Clerks. Stated the City Clerk was formerly the designated FOIA officer until a prior City Clerk had suddenly resigned and the duties were successfully shifted to be housed within the Legal Department to a dedicated FOIA officer position. Stated there have been 874 FOIA requests processed to this date within the year through physical and digital requests. Stated the Mayor and City Clerk are independently elected officials with the ability to set the hours they work and the regular office hours, but are not covered by civil service protections or unions. Stated these positions do not have annual evaluations for various reasons and applying an aspect of the Compensation and Job Classifications in addition to using pay compression to positions that were not viewed under that study is the source of the disagreement. Stated an increase of 2.5% for each year from 2025-2029 for the offices of Mayor, City Clerk, and Alderperson is recommended. Questions and discussion followed.

Motion to approve, with amended dollar amount for the City Clerk's salary from Ordinance No. 2024-10-033, by CM Hursey, seconded by CM Kolisetty.

Motion to divide the questions of salaries for the office of the Mayor and position of Alderpersons by CM Evans.

Motion to approve the salary of the Mayor to the regular agenda by CM Hursey, seconded by CM Kolisetty.

Voice Vote:

AYE: Wu, Evans, Hursey, Kolisetty, Bishop, Wilken

NAY: None.

Motion to approve the salary of the Alderperson to the regular agenda by CM Hursey, seconded by CM Kolisetty.

Roll Call Vote:

AYE: Wu, Hursey, Kolisetty, Bishop, Wilken

NAY: Evans

7. Discussion

a. Increasing Costs for U-Cycle – PW

Presented by Courtney Kwong, Recycling Coordinator; Tim Cowan, Public Works Director; and Scott Tess, Sustainability & Resilience Officer. Scott Tess stated the purpose of the presentation is to share the outcomes and implications of recent bids received on the pricing of recycling collection through U-Cycle so that Council can provide direction on how to proceed. Provided background on the functions of the U-Cycle program which includes: curbside and multifamily commodities collection; electronic and household hazardous waste collection; additional drop-off recycling service; and public engagement and education. Stated multifamily and curbside collection contracts are set to expire on March 31, 2025; bids for 5-year contracts for service to begin in April 2026 open on September 20, 2025; and the bid award period ends December 19, 2025. Noted multi-family and curbside services were bid separately, but in the same timeframe. Shared the low bid pricing received for multifamily services is 47% higher than current rates and the low bid pricing received for curbside services is 330% higher, but has an alternate bid 145% higher that collects every-other-week instead. Stated the curbside service pricing is higher because the current pricing was at an extremely lower rate than standard, additionally noted the high bid received 6 years ago is still higher than the current low bid received. Tim Cowan stated the 2011 curbside service contract was actually 12% higher than the contract from 2018. Scott Tess provided background on the current multifamily contract which costs \$187,988.00 annually and stated the current low bid costs \$276,915.60 (+47%). Stated an estimated 25% increase in payment rates is anticipated for the multifamily recycling tax. Stated the normal bid and procurement process was followed, but the award was expedited due to the contract with the previous vendor being terminated because of excess number of complaints and their inability to adequately perform services.

Council asked questions about why the multifamily recycling tax is increasing disproportionately to the overall increase in contract cost. Scott Tess stated the total U-Cycle program covers more services than just the recycling services, therefore the increase seen across the total program cost would be 25% rather than the 47% increase seen from the current contract to the new low bid contract. Tim Cowan stated the contract costs comprise 60% of the total U-Cycle program costs.

Scott Tess shared information on the bids received for curbside collection service. Stated the current curbside contract is \$155,737.40 (\$0.38/collection) annually and the low bid received is \$669,165.12 (\$1.50/collection) (+429.68%) annually with an anticipated 110% increase to the payment rate for the tax. Stated the alternate, reduced collection service has a low bid of \$382,330.00 (\$1.73/collection) (+245.50%). Stated curbside recycling rates are anticipated to increase from the current rate of \$3.25/month to \$8.68/month (+167%) or to \$5.90/month (+81%) with reduced service. Stated multifamily recycling rates are anticipated to increase from the current rate of \$3.25/month to \$4.05/month (+25%). Noted context on pricing is difficult to provide due to a variety of differences in the services each municipality provides and how they subsidize their programs if they choose to do so.

Scott Tess stated there are two different rates for apartments and dormitories as apartments are charged the rate per unit, but dormitories are charged per bed with a smaller rate.

Council asked if there were any intentions to increase the costs incrementally, what the logistics will look like for the reduced service contract, and if there is an option for some areas to opt into the reduced service, but have full service available for other areas. Scott Tess stated bids were not solicited in that way and the structure for a hybrid service model was not bid for. Tim Cowan stated a model like the one described would have resulted in much higher bid pricing due to the variability in business causing issues in planning. Council asked what options are available for those who cannot afford the new \$8.68/month rate for recycling. Tim Cowan stated recycling is a community-wide service leveraging the bidding power of an economy of scale to offer service to a population at a discounted rate than typical. Stated the cost is reflected in the Urbana and Champaign Sanitary District (UCSD) bill. Council discussed the billing process for U-Cycle, the impacts the increases will have, and the potential logistics for a reduced service recycling program.

Scott Tess summarized the next steps required for either maintaining weekly service with the new pricing or reducing service to go with the lower available pricing. Courtney Kwong stated with currently observed rates of recycling, reducing service to every other week will create more labor for the pickup service and will lead to longer days for the collectors. Scott Tess provided the following alternatives to the bids received: require licensed haulers to offer services at cost, provide in-source services through the Public Works department, or terminate services. Advocated for the continuation of providing recycling services and stated reducing service to every-other-week comes with additional consequences that will have to be considered. Tim Cowan stated the UCSD agreement is updated annually and notice to increase the billing is required by December 15 to have it be implemented by January. Stated additional financial measures to could be taken to lighten transition to the increased rates. Spoke on the budget amendment process necessary for the implementation of a new contract.

Council asked if the multifamily service will remain regular if the reduced curbside option is chosen. Tim Cowan confirmed the multifamily service will continue as it is currently. Scott Tess stated multifamily recycling can have varying rates of service within a week depending on volume of recycling generated in a building. Council asked if the frequency of pickups increase during certain periods of the year. Courtney Kwong stated they sometimes increase during periods of anticipated increased recycling generation and are included as additional costs. Stated the rate of pickups is dependent on recycling generation at a location.

Council asked if the changes have been communicated to land owners and landlords. Scott Tess stated this discussion is the first public display of the results of the bidding and provided an overview of the various methods of communication available to the Public Works department to inform property owners and managers.

Council shared appreciation for the low rate that was secured for the current contract period and emphasized the importance of the recycling service. Asked if alternative sources of funding were considered to offset the increase in payment rates (plastic bag tax) and if an enhancement in services would be possible with the increased cost (household compost or electronic waste pickup). Scott Tess stated other revenue sources have not been considered outside of the existing tax for U-Cycle and stated additional services could be considered.

Council asked if there are drop-off locations for residents that accumulate an excess of recycling under the alternate option of reduced service for curbside recycling. Courtney Kwong stated Illini Recycling are accepting recycling drop-offs at their facility located in the

City of Champaign at no cost.

Council requested for figures to be provided comparing the rates from 2011 to the current low-bid rates and price comparisons to what people in the City of Champaign are paying for their recycling services.

Council asked if the City of Urbana generates any revenue from the U-Cycle program. Scott Tess confirmed there is no revenue generated from the U-Cycle program.

b. Continued ARPA Reallocation Update – Exec

Presented by Will Kolschowsky, Senior Management Analyst / Assistant to the City Administrator. Followed up on questions from the previous week's discussion on ARPA reallocation. Provided the conditions that need to be met for the ARPA funds to be consider "Obligated". Shared how ARPA funds are applicable to expenses incurred after March 3, 2021 and expenses that became eligible after the expansion of eligibility are able to be covered by ARPA funds after December 29, 2022. Stated the "Supplement, not supplant" requirements explicitly apply to surface transportation and Title I eligible uses. Stated funds could be obligated to ARPA eligible expenses from previous years after March 3, 2021; or the funds could be obligated toward future use (to be spent by December 31, 2026) that would have to be an ARPA eligible expense and must have an Interagency Agreement by December 31, 2024 detailing scopes of work or project deliverables.

Provided updates on the Sanitary Sewer Lateral Project. Stated around \$300,000 are remaining in the project funds that may not be spent and provided the following options to utilize the remaining funds: amend the project to add a second neighborhood to the project, amend the project to reduce the award and obligate funds to another eligible sewer project with the intent to add future capacity to potentially create a lateral lining program, or amend the project to reduce the award and add the funds to the current pool of ARPA funding to be obligated by December 31, 2024.

Stated a spreadsheet which includes the amount spent per project to date has been sent to Council and redisplayed the discussion prompts from the previous week.

Council discussed the potential for expanding upon the Sanitary Sewer Lateral Project to cover other neighborhoods with similar infrastructural issues and the current progress of the program as well as the eligibility requirements for the program.

Council requested confirmation that no other projects besides the Sanitary Sewer Lateral Project are being considered for a reduction in their award amount. Will Kolschowsky confirmed that is correct and a reduction in award would only be considered in the final quarter of 2026 before the deadline if an organization is unable to spend the funds.

Council asked if the creation of another program is necessary to obligate funds toward another city function. Will Kolschowsky stated it could be applied to ARPA eligible contracts through a program such as EQOL, or an intergovernmental agreement could be created to outline the goals and parameters of the use of the funds. Council asked if the funds could be rolled into the Social Services Grant. Will Kolschowsky stated it would require an intergovernmental agreement that outlines and provides goals for the use of the funds. Council shared support for implementing the remaining ARPA funds into the Social Services Grant funding.

Will Kolschowsky stated rolling the remaining funds into the Social Services Grant funding will be further investigated. Stated the excess funding for the Sanitary Sewer Lateral Project could be put toward funding the Social Services Grant to maximize the potential impact the funding could have or it can be obligated toward a new program.

Council asked if the Sanitary Sewer Lateral Project fails for whatever reason after a decision is made on the remaining funds to obligate it toward its expansion, if it would be possible to then shift the funds to a project such as EQOL. Will Kolschowsky stated if it falls under ARPA eligibility it would be possible.

8. Council Input and Communications

CM Hursey shared an anecdote of meeting a University of Illinois at Urbana-Champaign student who uses a wheelchair in the City of Rochester, Minnesota who had a love for the City of Urbana. Shared the student had voiced appreciation for the City's ADA compliant sidewalks, streets, and public transportation as well as the City's efforts to aid people with disabilities. Stated the work of the Council and City does not go unnoticed. *Chair Wu relinquished the Chair to CM Evans. CM Wu* expressed concern regarding the excess of electric scooters and electric skateboards. Stated the issue seems as though it will persist and providing appropriate direction on their use should be considered for the future. *Chair Evans passed the Chair to CM Wu. CM Evans* agreed that electric bicycles are becoming similar to litter as they are left across the City before being collected after a long period of time.

9. Adjournment

With no further business before the committee of the whole Chair Wu adjourned the meeting at 9:38 p.m.

Seok Hyun Cho

Deputy City Clerk

This meeting was video recorded and is viewable [on-demand HERE](#). **Minutes approved: 11/12/24**

Sandefur, Darcy

From: Katie Muir <[REDACTED]>
Sent: Monday, October 21, 2024 3:31 PM
To: !City Council
Subject: PUBLIC INPUT - Committee of the Whole Meeting - October 21, 2024

***** Email From An External Source *****

Use caution when clicking on links or opening attachments.

Please read my Public Input during tonight's meeting.

Thank you,

Katie Muir
Urbana - Ward 7

PUBLIC INPUT

During tonight's continuing discussion regarding the reallocation of \$305,477 in ARPA funds, I would ask that city council members consider allocating a portion of the funds for purposes of creating an "Intimate Partner Violence (IPV) Task Force" to include a representative of each of the four local police jurisdictions: Urbana, Champaign, University of Illinois, Champaign County Sheriff's Office, at least one judge, a representative with the State's Attorney's Office, an individual with knowledge regarding diversion programs and several individuals affiliated with area churches who provide couples counseling with the ultimate goal of community members gaining a better understanding of the fact that Intimate Partner Violence affects all people regardless of their sex, gender or sexual orientation. And, to better understand the distinctions between subtypes of Intimate Partner Violence including, "situational couple violence" described as "Intimate Partner Violence that is comprised of occasional, mutual, and lower intensity acts that attempt to deal with conflict, rather than exert power and control over the partner through use of fear and intimidation. It has been reported that this type of violence is perpetrated almost equally by men and women, (M. Johnson, 2006, 2008, McHugh, 2005)."

What About the Men? Critical Review of Men's Experiences of Intimate Partner Violence.

<https://journals.sagepub.com/doi/10.1177/15248380211043827#bibr20-15248380211043827>