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**DATE:** Monday, October 7, 2024  
**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, October 7, 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 Jaya Kolisetty, CM Grace Wilken, CM James Quisenberry

**ELECTED OFFICIALS ABSENT:** CM Chaundra Bishop

**STAFF PRESENT:** Carol Mitten, Matt Roeschley, Will Kolschowky, Elizabeth Hanna, Michelle Brooks, Bourema Ouedraogo, Marcus Ricci

**OTHERS PRESENT:** Jay Rank, Operations Director at Champaign-Urbana Mass Transit District; Amy Snyder, Deputy Managing Director at Champaign-Urbana Mass Transit District; Brant Muncaster, Team Leader at Reifsteck Wakefield Fanning & Co.

**Chair:** *Shirese Hursey, Ward 3*

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

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

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

- a. 09-16-2024 City Council Minutes**
- b. 09-23-2024 Committee of the Whole Minutes**

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

Voice Vote:

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

**NAY:** None.

**3. Additions to the Agenda**

Mayor Marlin revised the title of Resolution No. 2024-10-069R to now read “A Resolution Approving a Liquor License in the Class P Designation for Vishna Niya Urbana INC D/B/A Black Fox Convenient & Liquor, 602 North Cunningham Avenue, Urbana, Ill.”.

## 4. Presentations and Public Input

### a. Public Input

***Sandra Ahten*** stated on the 26th of August, a receptionist for her business on South Philo Road had an incident where someone had shouted death threats at the receptionist from a nearby rooftop for the third time. Stated after reporting the incident to METCAD, UPD had not arrived for two hours before the receptionist had called UPD for an update where they were then told that nobody was going to respond. Shared she had spoken physically with the person she spoke with over the phone as well as the supervisor and they had both informed her that the UPD did not respond to avoid escalating the situation, but they also did not have the context that this was a repeated threat and stated they would not have been able to respond either way due to being too busy. Voiced concern from the community around seeing the UPD selectively respond to calls for service and overresponding to traffic stops.

### b. MTD Annexation Overview – MTD (CM Quisenberry & CM Wu)

CM Quisenberry introduced the presentation and provided a background on the recent annexation considerations from MTD which included properties within the City of Urbana. Stated information surrounding the annexation process would be of public interest which led to him inviting the MTD to present on the topic to City Council. Presented by Jay Rank, Operations Director at Champaign-Urbana Mass Transit District and Amy Snyder, Deputy Managing Director at Champaign-Urbana Mass Transit District. Jay Rank cited the Local Mass Transit District Act (70 ILCS 3610) Sections 3 and 8 which pertain to forming a district and the annexation process. Spoke on the process behind identifying parcels to annex as well as the criteria they have to meet before being eligible for annexation. Shared details regarding the intergovernmental annexation agreements with the City of Urbana since 2005, City of Champaign since 2005, and Village of Savoy since 2008. Outlined the steps required before being able to annex a parcel where a parcel is vetted to meet eligibility requirements, public hearings are scheduled, property owners of parcels five acres or greater are informed, and then the Board takes public input before voting at the subsequent meeting. Spoke on the four eligible areas within the City of Urbana: North of Airport Road, Northeast Urbana, East Urbana, and the South Ridge Subdivision. Questions and discussion followed.

## 5. Staff Report

### a. ARPA Program Update – RPC & Will Kolschowsky

Introduced by Will Kolschowsky with an overview of the Urbana ARPA Annual Report. Presented by JD McClanahan, Planner II at Champaign County Regional Planning Commission. JD McClanahan spoke on the history of the American Rescue Plan Act (ARPA) of 2021, the \$12,970,000 allocated to the City of Urbana, and the process of planning and allocation of funds that followed. Provided an overview on the overall status and spending amounts for all ARPA projects, noting that all projects are almost completely on schedule in terms of spending with a median project status of 50-74% completion.

Reported that 3,970 households (with duplicates across quarters) and 7 businesses have been served through ARPA funded programs which calculates to \$1,483 funds spent per household served. Noted the cost per household will continue to decrease over time once projects are fully realized and capital investments are able to serve more people. Shared a table listing projects and funding amounts for the eight ARPA funding priority areas set by

City Council. Provided a summary on the format for the presentation of individual ARPA project highlights that were based on the following six sectors covered in their annual reports: Impact Summary (Goals and Objectives), Addressing Funding Goals, Addressing Unmet Needs, Long-Term Impacts, Lessons Learned, and Continuity Plan.

Shared highlights, reports, current impacts, and projected future impacts for the following 25 ARPA funded projects:

<b>Eastern Illinois Foodbank</b> , Electric Cargo Vans & Charging Station	<b>Champaign County Environmental Stewards</b> , Household Hazardous Waste Collection Facility
<b>Sola Gratia Farm</b> , Community Farm Expansion	<b>Carle Foundation Hospital</b> , Hope Village
<b>Urbana SD 116</b> , Urbana School District Alternative Education	<b>City of Urbana</b> , Sanitary Sewer Lateral Lining Pilot Program
<b>University YMCA (New American Welcome Center)</b> , COVID-19 Recovery for Immigrant Communities	<b>City of Urbana, Illinois; USD 116</b> , Student, Family, Community Engagement Scholarship
<b>Cunningham Township Supervisor's Office</b> , Bridge to Home	<b>First Followers</b> , Urbana Community Peace Hub
<b>The Well Experience</b> , Well Family Care Program	<b>Common Ground Food Co-op</b> , Food for All Food Accessibility Program
<b>Red Herring Vegetarian Restaurant</b> , Handmade Harvest	<b>Justine Petersen</b> , Urbana Small Business Microloan Fund
<b>Urbana Park District</b> , Urbana Park District Health & Wellness Center	<b>Urbana Neighborhood Connections Center</b> , Operation UNCC Boost
<b>City of Champaign Township</b> , Strides Low Barrier Shelter	<b>Champaign County Health Care Consumers</b> , Special Populations Outreach and Enrollment
<b>Urbana-Champaign Independent Media Center</b> , ACCESS IMC	<b>Housing Authority of Champaign County</b> , Steer Place Renovation Project
<b>City of Urbana</b> , Urbana Roof Repair & Replacement Program	<b>The Urbana Free Library</b> , Community Connections Youth Programming Specialist
<b>Housing Authority of Champaign County, YouthBuild</b> , YouthBuild: Bridging the Gap	<b>Housing Authority of Champaign County</b> , Affordable Housing - Single Room Occupancy Project
<b>Habitat for Humanity of Champaign County</b> , First-time Home Ownership Counseling	

Shared program successes seen across projects in that subrecipients were able to adapt to receiving partial funding, the projects generally stayed on schedule, and the contracts allowed for sufficient flexibility while maintaining the scope of the project. Stated services were provided across all City Council established priority areas and shared statistics highlighting their successes. Spoke on anticipated future successes from ARPA funded long-term assets which serve to benefit the community for decades to come. Stated the ARPA funds have helped build the foundation for individuals and organizations within the community to thrive in the future. Shared lessons learned from the management and oversight of subrecipients and their projects. Stated the ARPA funds allowed for subrecipients to meet the needs across a wide sector of the community and provide services where there were previously gaps. Stated the City of Urbana's project selection and

prioritization were key in successfully producing positive long-term impacts with the funds. Questions and discussion followed.

Presentation slides can be found within the public meeting packet at the following link from pages 4 to 145: [mccmeetings.blob.core.usgovcloudapi.net/urbanail-pubu/MEET-Packet-a5076ee3a1054a71808311c650f71f0a.pdf](https://mccmeetings.blob.core.usgovcloudapi.net/urbanail-pubu/MEET-Packet-a5076ee3a1054a71808311c650f71f0a.pdf)

## **b. Announcements**

Mayor Marlin stated the partial Special Census is underway in the City of Urbana and it has entered the in-person door-to-door visit phase with field representatives with online reporting being closed since the end of the previous week.

## **6. Unfinished Business**

### **a. Resolution No. 2024-08-058R: A Resolution Approving Standardized Employment Agreement Templates for City Appointees – HRF/Exec**

Presented by Michelle Brooks, Labor & Employee Relations Manager & Elizabeth Hannan, HR & Finance Director/CFO. The Resolution seeks to approve standardized employment agreement templates for the City Administrator, Department Heads, and other appointed employees. Elizabeth Hannan stated a revised version of the Resolution and agreements have been included in the packet for review. Questions and discussion followed.

Motion to approve to the regular agenda by CM Wu, seconded by CM Quisenberry. Questions and discussion followed.

Roll Call Vote:

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

**NAY:** Evans, Kolisetty

- i. Motion to amend language across all employment agreement templates to change severance pay to begin with 8 weeks and an additional 1 week for each year of service up to a maximum of 12 weeks by CM Wilken, seconded by CM Kolisetty. Questions and discussion ensued.

Roll Call Vote:

**AYE:** Evans, Kolisetty, Wilken

**NAY:** Wu, Hursey, Quisenberry

Motion to amend failed due to a tie.

## **7. New Business**

### **a. Ordinance No. 2024-10-032: An Ordinance Approving a Major Variance (Farmhouse Floor Area at 809 West Pennsylvania Avenue / Case No. ZBA-2024-MAJ-01) – CD**

Presented by Marcus Ricci, Planner II with Brant Muncaster, Team Leader at Reifsteck Wakefield Fanning & Co. present for questions. The Ordinance seeks to approve a major variance to increase the maximum floor area ratio from 0.50 to 0.73 to allow for a replacement of the exterior fire stair with an enclosed stair tower at 809 West Pennsylvania Avenue, in the R-7 (University Residential) Zoning District. Marcus Ricci provided an overview of the request. Stated the Zoning Board of Appeals voted unanimously to bring

the case to the City of Urbana's Committee of the Whole with recommendation for approval with the condition that the construction must be in general conformance with the site plan attached in the packet. Questions and discussion followed.

Motion to approve to the consent agenda by CM Wu, seconded by CM Kolisetty.  
Discussion ensued.

Roll Call Vote:

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

**NAY:** None.

- b. Resolution No. 2024-10-069R:** A Resolution Approving ~~an Increase in the Number of Liquor Licenses in the a~~ Class P –Package Designation for Vishna Niya Urbana INC D/B/A Black Fox Convenient & Liquor, 602 North Cunningham Ave, Urbana, Ill. – Exec

Presented by Mayor Marlin. The Resolution seeks to approve a Class P liquor license for Vishna Niya Urbana INC, doing business as Black Fox Convenient & Liquor at 602 North Cunningham Avenue. Mayor Marlin corrected the title to read “A Resolution Approving a Class P –Package Designation for Vishna Niya Urbana INC D/B/A Black Fox Convenient & Liquor, 602 North Cunningham Ave, Urbana, Ill.”. Provided background on the change in management that prompted the requirement of a new liquor license for an already existing packaged liquor store. Questions and discussion followed.

Motion to approve to the consent agenda, as corrected, by CM Wu, seconded by CM Quisenberry.

Roll Call Vote:

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

**NAY:** None.

- c. Resolution No. 2024-10-070R:** A Resolution Adopting Open Meeting Procedures for the Alternative Response Task Force – Exec

Presented by Will Kolschowsky, Senior Management Analyst / Assistant to the City Administrator and Mayor Marlin. The Resolution seeks to adopt open meeting procedures consistent under the Illinois Open Meetings Act for Alternative Response Task Force meetings under phase 3 of the BerryDunn Community Safety Review. Will Kolschowsky stated the Resolution would make the Alternative Response Task Force meetings comply with the Open Meetings Act by having the meetings properly noticed, be open for the public to attend, have an opportunity for public input, have the meetings available via video and streaming, as well as have minutes recorded for each meeting. Mayor Marlin stated there have been two discussions with BerryDunn over the phone in the previous week where BerryDunn has stated their willingness to follow the procedures with a request to clarify in writing what the expectations are in conducting the meetings in compliance with the Illinois Open Meetings Act. Stated the expectations would be implemented through a contract amendment. Questions and discussion followed.

Motion to approve to the regular agenda, as amended, by CM Wu, seconded by CM Wilken.  
Questions and discussion ensued.

Roll Call Vote:

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

**NAY:** None.

- i. Motion to amend to add language under the “therefore” section to state that the meetings will be live-streamed and have video records which will be available to view online and also remove the second “Whereas” section by CM Wilken, seconded by CM Kolisetty.

Roll Call Vote:

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

**NAY:** None.

## 8. Council Input and Communications

**CM Wu** encouraged Sandra Ahten to get in touch with City Council to further continue discussion and investigations into what she had spoken on during Public Input. Thanked Sandra Ahten for coming to City Council to share her experiences. **CM Quisenberry** congratulated City Council, the community, and the ARPA funded organizations for their tangible and programmatic accomplishments with the ARPA projects that will continue to have long-term impacts on the community. Stated the ARPA funding process was lengthy and difficult, but hoped for everyone in the community to enjoy the benefits of the successfully funded projects and hoped to support to those projects that were not able to be fully funded with the remainder of the available funds. **CM Kolisetty** echoed CM Quisenberry’s comments on the amazing work done through the ARPA projects and thanked JD McClanahan as well as Will Kolschowsky for their work on facilitating the ARPA funding process. Stated the impacts from the loss of the ARPA funds in the future should be considered well in advance as service providers and individuals who received benefits from COVID related programs are already feeling the impacts from the loss of resources. Raised concern for recent negative experiences residents have had with calls for service to the Urbana Police Department (UPD) not being received. Posed the question of where the disconnect may be in the system for these calls for service not being adequately responded to and hoped for more information to come. Encouraged residents to continue contacting City Council whenever similar incidents occur. **CM Evans** echoed CM Kolisetty’s concerns regarding UPD and raised further concern for the disbelief the Urbana Police Department shows toward these experiences. Hoped for solutions to come for these problems that have been raised. **Mayor Marlin** stated the Urbana Police Department will be directed to investigate into the incident on the 26th of August. **CM Hursey** expressed regret and apologies for the situation that was shared during Public Input. Stated the issues relate to a fear she had regarding understaffing of police officers within UPD. Shared her personal experiences of not having patrol officers come to her and her neighbor’s calls for service due to a lack of available patrol officers. Stated complaints are heard from residents for a lack of patrol officers, a surplus of police officers, and that an increase of police officers should not be funded. Stated the current situation is a mess that seems as though it will get worse before improving and shared regret that innocent people suffer due to the lack of resources that the police department has. Hoped for explanations to be brought forward for the residents from the police department.

## 9. Adjournment

With no further business before the committee of the whole Chair Hursey adjourned the meeting at 10:07 p.m.

Seok Hyun Cho

Deputy City Clerk

This meeting was video recorded and is viewable [on-demand HERE](#).

**Minutes approved: 10/28/24**