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**DATE:** Monday, April 1, 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, April 1, 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 Chaundra Bishop\*, CM Grace Wilken, CM James Quisenberry

**\*CM PRESENT AFTER ROLL**

**^CM PRESENT REMOTELY**

**ELECTED OFFICIALS ABSENT:**

**STAFF PRESENT:** Demond Dade, Seok Hyun Cho, Bourema Ouedraogo, Carol Mitten, William Kolschowsky, Kimberly Smith, Breaden Belcher, Rich Surles, Bridget Broihahn, Dave Wesner, Larry Boone, Tim Cowan, Carmen Franks, Nick Olsen, Melissa Hendrian, Matt Bain, John Zeman, Blake Kuhns, Rich Coleman

**OTHERS PRESENT:** Jason Hayes, Interim Services Director of Arrow Ambulance LLC; Allen Rinehart, Vice-President of IP Hospital Operations at Carle Health;

**Chair:** *Jaya Kolisetty, Ward 4*

### 1. Call to Order and Roll Call

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

### 2. Approval of Minutes of Previous Meeting

- a. 02-01-2024 Goal Setting Session Minutes
- b. 02-12-2024 City Council Minutes
- c. 02-19-2024 Committee of the Whole Public Hearing Minutes

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

Voice Vote:

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

**NAY:** None.

### 3. Additions to the Agenda

None.

#### 4. Presentations and Public Input

##### a. Mayoral Proclamation: National Community Development Week

Mayor Marlin presented the proclamation to Kimberly Smith, Director of Community Development Services; Breaden Belcher, Grants Division Manager; and Nick Olsen, Community Development Coordinator. Proclaimed April 1st through April 5th, 2024 as National Community Development Week.

##### b. Public Input

None.

#### 5. New Business

##### a. Ordinance No. 2024-04-016: An Ordinance Amending Urbana City Code Chapter 3.5 - Ambulance Service - Exec

Presented alongside Resolution No. 2024-04-014R by William Kolschowsky, Senior Management Analyst; Demond Dade, Fire Chief; and Lieutenant Blake Kuhns. Ordinance seeks to amend Chapter 3.5 of the Urbana City Code and the subsequent resolution seeks to authorize the Mayor to enter into a Franchise Agreement with an ambulance service provider; Arrow Ambulance, LLC. The ordinance alters Section 3.5 to allow for a franchising model of ambulance service delivery. William Kolschowsky spoke on the merits of a franchising agreement structure in comparison to the current licensing agreement structure. Stated the motivations behind seeking a franchising agreement that were in line with the City's desires. Outlined the process behind the City of Urbana and the Urbana Fire Department's consideration of changing to a franchising agreement system that began in September 2022. Provided background on Arrow Ambulance, LLC with Jason Hayes, Interim Services Director of Arrow Ambulance LLC and Allen Rinehart, Vice-President of IP Hospital Operations at Carle Health available for questions. Elaborated on the main terms of the franchise agreement that were established regarding quality of ambulance services, collaboration, and services provided to the City of Urbana. Recommended for approval due to the proposed agreement meeting the City's primary objectives while also being expected to increase the quality of services received by Urbana residents. Questions and discussion ensued.

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

Roll Call Vote:

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

**NAY:** None.

- b. Resolution No. 2024-04-014R:** A Resolution Granting an Ambulance Service Franchise with Arrow Ambulance - Exec

Presented alongside Ordinance No. 2024-04-016 by William Kolschowsky, Senior Management Analyst; Demond Dade, Fire Chief; and Lieutenant Blake Kuhns. Resolution seeks to authorize the Mayor to enter into a Franchise Agreement with an ambulance service provider; Arrow Ambulance, LLC.

Motion to approve to the regular agenda by CM Bishop, seconded by CM Hursey. Questions and discussion followed.

Voice Vote:

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

**NAY:** Wilken

- i. Amendment to add a termination clause in the case of future City major restructuring of emergency response.**

Motion to amend by CM Wilken, no second. Motion fails.

- c. Ordinance No. 2024-04-017:** An Ordinance Amending Schedule H of Section 23-93 of the Urbana Local Traffic Code Requiring Stop Signs at a Certain Intersection (Trails Drive at Myra Ridge Drive) - PW

Presented by John Zeman, City Engineer. Ordinance seeks to require both directions of traffic on Trails Drive to stop before entering the intersection at Trails Drive and Myra Ridge Drive, converting the intersection to an all-way stop. Graphics detailing the intersection were presented. Described obstruction in sight line used to detect incoming drivers. Provided additional background, raised resident concerns, and staff recommendations. Questions and discussion ensued.

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

Roll Call Vote:

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

**NAY:** None.

- d. Resolution No. 2024-04-015R:** A Supplemental Resolution for Improvement under the Illinois Highway Code (State Motor Fuel Tax for Philo Road Resurfacing) - PW

Presented by John Zeman, City Engineer. The supplemental resolution seeks to appropriate \$370,000 of additional State Motor Fuel Tax (State MFT) funds for the Philo Road Resurfacing project. Corrected \$370,000 figure to \$530,000. Provided visuals of Philo Road to demonstrate cracking and spiderwebbing of road. Stated contracting bids for Philo Road open on 4-12-24. Elaborated on relationship to City services and priorities, explaining previous Council actions. Outlined project structure and separate construction timings of Philo Road and Colorado Avenue. Provided background on what State MFT funds are being used for and the project's adherence to the FY24 Capital Improvement Plan. Explained how figure of \$530,000 was reached by adding 10% of the total State MFT allocation after the additional figure of \$334,095 for the Philo Road construction was added  $\{[(\$1,600,000 + \$300,000 \text{ (rounded down from } \$334,095)) \times 0.10] + \$340,000 \text{ (rounded up from } \$334,095) = \$530,000\}$ . Explained that the 10% based off of the estimated total is for contingency measures in case the construction exceeds the estimated total cost by up to 10% to avoid having to return to City Council for further funding until the additional

funding required exceeds 10%. Detailed next steps after the resolution is potentially approved and the requirement of a subsequent resolution prior to opening bidding for construction on Colorado Avenue, after the construction budget is verified. Questions and discussion followed.

Motion to approve to the regular agenda, with the corrected figure of \$530,000, by CM Wu, seconded by CM Hursey.

Voice Vote:

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

**NAY:** None.

- e. **Resolution No. 2024-04-016R:** A Resolution Approving an Increase in the Number of Liquor Licenses in the Class A Designation for Yellow Rabbit LLC d/b/a Yellow Rabbit, 136 West Main Street, Urbana, Ill. - Exec

Presented by Mayor Marlin, Liquor Commissioner. Increases Class A liquor licenses for Yellow Rabbit LLC, who will be operating in The Cohen Building. Questions and discussion followed.

Motion to approve to the consent agenda by CM Bishop, seconded by CM Wu.

Voice Vote:

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

**NAY:** None.

## 6. Staff Report

### a. Quarterly State of UPD

Presented by Larry Boone, Police Chief; Rich Surlis, Senior Deputy Chief of Police; Matthew Bain, Deputy Chief of Police; and Melissa Hendrian, Crime Analyst. Comprehensive strategy, year-to-date (YTD) gun data, year-end crime data, and an overview of new Urbana Police Department (Urbana PD) initiatives were presented upon. Larry Boone outlined the Comprehensive Plan of Urbana PD while also detailing what the presentation will be covering. Elaborated on the meaning behind community policing efforts, speaking on serving the community through the lens of community policing where police are present at community events to participate in conversations within the community to listen to community concerns regarding local issues. Described efforts to explore beat remapping regarding patrol deployment to make communities safer and having consistent deployments to patrol areas, empowering officers to take pride in serving their assigned communities. Spoke on use of data gathered on criminal activity and crime trends for determining deployment needs while also communicating to the community on safety. Praised Melissa Hendrian's work on crime analysis, allowing for more data driven police work. Spoke on mapping done to display year-to-date incidents where officers come in contact with illegal guns. Called for further community input surrounding non-sworn officers for mental health related calls and further development of where such a department could be potentially housed and how they will source their training. Spoke on TACTIC-SI grant to provide services to youth impacted by trauma and hoped for an opportunity to leverage it further by involving a community partner. Spoke on initiatives for community partnerships through intelligence-led policing, providing an example where a partnership was formed with Courage Connection on better serving those effected by domestic violence through the mutual sharing of information and evaluating police data. Shared efforts to collaborate with community housing authorities to share data. Touched on having met with a representative from Silver Hearts regarding local issues in areas such as Vawter.

Pointed out youth violence as a specific area that will be targeted as an area to develop programs to mitigate it. Thanked Kimberly Smith for establishing a meeting between UPD and downtown businesses to create an Urbana Business Association to listen to their concerns on downtown crime. Shared YTD data map on gun crime data to display the number of weapons came into contact by officers and their level of training in handling those situations. Melissa Hendrian spoke on year-end crime data and YTD crime data. Reminded that year end data records only reported crime data. A very slight decrease in violent crime (-1%) and property crime (-9%) has been noted. Shared data on gun violence in Urbana, noting that while total shots fired have seen a decrease there has been an increase in the amount of people injured by gunshots. Shared crime statistics for 01-01-2024 through 03-23-2024 and compared that to data from the same period in 2023, noting a decrease in violent crime (-4%) and property crime (-11%). Shared maps detailing YTD violent crime and property crime data and graphs comparing YTD violent crime and property crime for 2024 and data from the same period in 2023. Shared map highlighting the most crime dense area, containing 20% of all violent crime, in the City of Urbana based on YTD violent crime data. Rich Surles spoke on Illinois Law Enforcement Accreditation Program's (ILEAP) accreditation process with its 69 overarching standards and the work being done to review Urbana PD's compliance. Matthew Bain spoke on the 21st Century Policing 6 pillars and the 10 Shared Principles from the National Association for the Advancement of Colored People (NAACP). Noted Active Bystander for Law Enforcement (ABLE) training has been administered to almost all staff, excluding new hires, with the goal of better adhering to the 6 pillars and 10 Shared Principles. Rich Surles shared newly implemented Employee of the Month program that is eligible for non-sworn and sworn staff in an effort to better recognize the work being done within the Urbana PD. Spoke on commendations issued from the latest Department Award Ceremony. Matthew Bain spoke on the new hire of Digital Forensics Specialist, Andrew "Rap" Rapolevich and his merits. Melissa Hendrian spoke on the recent hire of Criminal Intelligence Analyst, Bethany Jenner and her past experience and current contributions to data analytics. Matthew Bain touched on the new hire of Pastor John Porter. Shared chart of how the Urbana PD will be reorganized, speaking on the parts overseen by the Deputy Chief of Operations. Broke down organization of day shift and night shift. Spoke on School Resource Officer (SRO) position who work with school staff to support teaching and counseling, while also providing alternatives to police action for disciplinary actions. Larry Boone elaborated on the vision for a Special Problems Unit, noting the potential calls for service this unit could respond to and how it can be an avenue to implement non-sworn officers as part of a community service responder model for alternative response. Rich Surles detailed administrative and investigative structure organization and responsibilities of specific positions. Melissa Hendrian spoke on the crime analysis unit and their work. Rich Surles continued detailing the structure of the investigations department and positions within it. Spoke on the work of the Support Services Specialists that support Police Service Representatives (PSRs) and the Freedom of Information Act (FOIA) Specialist. Detailed the responsibilities of the Administrative Lieutenant. Spoke on the proposed Training Sergeant position and the potential Office of Community Relations. Larry Boone noted that another Deputy Chief should be present to manage the investigations department and its specific administrative support functions. Addressed concerns of increased personnel, stating that despite BerryDunn reporting that basic staffing requirements have been met, the newly proposed positions fall outside of the scope of BerryDunn's report. Questions and discussion followed.

## **b. Capital Improvement Plan**

Presented by John Zeman, City Engineer; Carmen Franks, Assistant City Engineer; and Tim Cowan, Public Works Director. John Zeman stated that the information presented on is

available for public consumption on the [public website](#). Provided an overview of the Capital Improvement Plan (CIP) timeline and where they currently are in that process. Touched on executive summary where strides have been made in implementing the CIP from 2023 despite staff shortage, which has now been addressed. Estimated that 90% of FY2024 CIP projects have been implemented or encumbered, as on schedule. Highlighted movement in attempting to attain new grant funds, and backup plans in the case of new grants not being acquired. Provided graphics summarizing financial outlooks for FY2025 (\$19,820,000 expected revenue and \$22,310,000 allocated expenses) and FY2025-2029 (\$69,960,000 total expected revenue and \$79,190,000 total allocated expenses). Carmen Franks tied the contents of the CIP to strategic areas identified within Mayor/Council goals for 2024-2025. Detailed actions addressing Strategic Area #3 which focuses on improvements to infrastructure and actions for Strategic Area #4 which focuses on supporting economic health. Elaborated on increase of dedicated funds, sources, and uses of the increased funds received. Spoke on the stormwater utility fee increase spanning over FY2025-2029 from \$8.00 to \$10.60 per month per ERU, bringing an additional projected \$3,800,000 in revenue for those years. Stated the additional revenue would be allocated to storm sewer cleaning and televising (\$2,700,000) and miscellaneous storm sewer repairs (\$600,000). Noted that the storm sewer maintenance funded by the additional revenue would provide better data for planning short and long-term needs for capital projects. Tim Cowan spoke on proposed Local Motor Fuel Tax (LMFT) increase from \$0.05 to \$0.10 per gallon which would generate a projected \$3,200,000 in additional revenue for FY2025-2029. Stated that the additional funding from the LMFT would be allocated to increasing the Bituminous Surface Treatment program budget, moving transportation O&M from CR&I fund to the LMFT fund, and providing funding for a new Asphalt Overlay and Resurfacing program slated for FY2028. Noted that the increase in LMFT is based on an estimated market rate and that further information will be provided to City Council for consideration in the future. Spoke on bonding and fund transfers for facility projects. Spoke on funding sources for the replacement project for fire stations #2 and #3 (\$2,500,000 in DCEO grants from FY2024, \$10,000,000 in bonding from FY2025, and \$2,000,000 from a one-time transfer from the General Fund to CR&I in FY2025), as well as funding sources for the Public Works campus renovation (\$800,000 one-time transfer from the General Fund to CR&I in FY2025). Noted that the bond issuance will have \$1,200,000 annual debt payments starting in FY2026. Shared plans for use of \$2,900,000 received from the Windsor Road Trial settlement to perform rehabilitation and maintenance on Windsor Road. Provided information regarding high-level asset management plans that inform future planning and spending. Highlighted funding gap in asset management, its potential consequences, and setting expectations based on available funding. John Zeman touched on new projects being introduced in the CIP as well as currently ongoing projects. Spoke on the new Central TIF Demolition project which prepares properties for sale with the purpose of redevelopment, with the preference for new housing developments. Detailed the new pavement rehabilitation project for Vine & Illinois. Elaborated on the ongoing equity and quality of life projects; the asphalt resurfacing for Philo Road; the rehabilitation of Colorado Avenue; improvements and repairs for Springfield Avenue; construction of shared-use paths on Bakers Lane and on Florida; the projects on Cunningham Avenue using TIF funds for infrastructure upgrades and maintenance. Carmen Franks spoke on the ongoing Carle Sewer Study project; the ARPA Sewer Lateral Lining project; the Coler Avenue Sewer Study project; and the overarching project map for the FY2025-2029 made by the Champaign County GIS Consortium which is publicly available. Tim Cowan acknowledged and voiced appreciation for all City staff and partner organizations who have participated in forming the CIP for FY2025-FY2029. Questions and discussion followed.

### c. Ward Maps Discussion

Presented by Mayor Marlin with Will Kolschowsky, Senior Management Analyst available for questions. Mayor Marlin provided background and overview on necessity of ward map rezoning, noting the decline in population from the 2020 Census reflects the University of Illinois at Urbana-Champaign closing its in-person classes two weeks before the Census occurred. Three individuals, outside of City Council, submitted seven maps that were drawn through the Dave's Redistricting application and subsequently underwent legal review. Reviewed guidelines for drawing Ward maps established by City Council in Resolution No. 2023-12-095R. Shared statistical and analytical differences in maps which were created based on different focuses from map makers. Noted that some maps came with comments explaining rationale behind the map drawing. Shared timeline of the proposed next steps in selecting and approving a final map. Questions and discussion ensued.

### 7. Council Input and Communications

None.

### 8. Adjournment

With no further business before the committee of the whole Chair Kolisetty 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:** 05-06-24