
DATE: Monday, January 12, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call
- B. Approval of Minutes of Previous Meeting
 - 1. 12-08-2025 Committee of the Whole Meeting Minutes
 - 2. 12-15-2025 Committee of the Whole Public Hearing Minutes
- C. Additions to the Agenda
- D. Presentation and Public Input
 - 1. Annual Comprehensive Financial Report FY2025 Audit – Lauterbach & Amen, LLP
- E. Council Input and Communications
- F. Reports of Standing Committees
- G. Committee of the Whole (*Council Member Maryalice Wu, Ward 1*)
 - 1. Consent Agenda
 - a. **Resolution No. 2026-01-001R:** A Resolution Approving an Increase in the Number of Liquor Licenses in the Class P Designation for Champaign Pit Stop Inc., 1812 North Cunningham Avenue, Urbana, Ill. – Exec
 - 2. Regular Agenda
 - a. **Resolution No. 2026-01-002R:** A Resolution Approving and Authorizing a Recipient Agreement Between the City of Urbana and Cunningham Township Supervisor’s Office for Daytime Staffing for Cunningham Township Overnight Shelter – HRF
 - b. **Ordinance No. 2026-01-001:** An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #5 – Daytime Staffing for Cunningham Township Overnight Shelter) – HRF
- H. Reports of Special Committees
- I. Reports of Officers
- J. New Business

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://www.urbanail.gov/executive-department/page/urbana-public-television>

K. Mayoral Appointments

1. *Sustainability Advisory Commission*

– Mackenzie Marti (term ending June 30, 2028)

L. Adjournment

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions, and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and the general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Email Input

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: citycouncil@urbanail.gov. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable.

Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or

behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If an accommodation is needed to participate in a City meeting, please contact the City Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366
- Email: CityClerk@urbanil.gov



City of Urbana
400 S. Vine Street, Urbana, IL 61801
www.urbanaininois.us

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: January 12, 2026, Council Meeting
Subject: FY2025 Annual Comprehensive Financial Report

Summary

Action Requested

The City Council is asked to review the reports linked below under “Attachments.”

Brief Background

Jamie Wilkey, who is a partner with Lauterbach & Amen, LLP will attend the Monday, January 12 Council meeting to present the City’s Annual Comprehensive Financial Report (ACFR) and related documents.

Relationship to City Services and Priorities

Impact on Core Services

None.

Strategic Goals & Plans

None.

Previous Council Actions

The City Council reviews the ACFR and related reports annually.

The City Council approved engagement of Lauterbach and Amen for auditing services for fiscal years ending June 30, 2022 through June 30, 2026 in [Resolution 2022-02-021R](#).

Discussion

Additional Background Information

The City’s financial reports are prepared in accordance with generally accepted accounting principles. The City’s auditor has expressed the opinion that the City’s financial report fairly presents the financial position of the City, in all material respects, in conformity with generally accepted accounting principles. This is generally referred to as a “clean opinion.”

The City received a Certificate of Achievement for Excellence in Financial Reporting from the GFOA for the FY2024 ACFR. Staff believes the FY2025 ACFR continues to meet those high standards and has submitted it for review.

The ACFR and the Communication Letter have been posted to the City's website at the link below.

Policy or Statutory Impacts

None.

Recommendation

The City Council is asked to review the linked reports.

Next Steps

None. Staff will begin work on the FY2026 audit in the spring, prior to the end of the fiscal year.

Attachments

1. [Annual Comprehensive Financial Report | Urbana, IL](#)

Originated by: Kris Francisco, Finance Manager

Reviewed by: Elizabeth Hannan, HR & Finance Director / CFO

Approved by: Darius White, City Administrator



City of Urbana
400 S. Vine Street, Urbana, IL 61801
www.UrbanaIL.gov

**MEMORANDUM FROM THE OFFICE OF THE MAYOR
TO THE URBANA CITY COUNCIL**

Meeting: January 5, 2026, Committee of the Whole Meeting
Subject: Increasing the Number of Class P Liquor Licenses for Champaign Pit Stop Inc.,
1812 North Cunningham Avenue

Summary

Action Requested

City Council is asked to approve the attached resolution that would increase the number of Class P liquor licenses in the City of Urbana.

Brief Background

Champaign Pit Stop Inc. has applied for a Class P (Package) liquor license for their establishment at 1812 North Cunningham Avenue in Urbana.

Relationship to City Services and Priorities

Impact on Core Services

N/A

Strategic Goals & Plans

N/A

Previous Council Actions

N/A

Discussion

Additional Background Information

A Class P liquor license permits the licensee to sell at retail any and all alcoholic liquor in original package form for consumption off-premises only.

It is prohibited to sell, serve, or allow others to sell or serve alcoholic beverages in Urbana without the appropriate license or if the sale or service does not adhere to the requirements of the specific license class and its conditions.

Anyone responsible for a liquor-licensed premises must quickly report any disturbances, violence, or issues on the property to the police. License holders must also keep their premises, surrounding

areas, and nearby spaces clean and free of litter. The Local Liquor Commissioner can issue a notice to address litter, and if it is not fixed within 24 hours, the license could be revoked, or other legal action may be taken.

Recommendation

City Council is asked to approve the Class P liquor license for Champaign Pit Stop Inc., 1812 North Cunningham Avenue.

Next Steps

Upon approval the Deputy Liquor Commissioner will prepare and issue a Class P liquor license for Champaign Pit Stop Inc., 1812 North Cunningham Avenue, with an expiration date of June 30, 2026.

Attachments

A Resolution Approving an Increase in the Number of Liquor Licenses in the Class P Designation for Champaign Pit Stop Inc., 1812 North Cunningham Avenue, Urbana, Ill.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Darius L. White, City Administrator

Approved: DeShawn B. Williams, Mayor/Liquor Commissioner

RESOLUTION NO. _____**A RESOLUTION APPROVING AN INCREASE IN THE NUMBER OF LIQUOR LICENSES IN THE CLASS P DESIGNATION FOR CHAMPAIGN PIT STOP INC., 1812 NORTH CUNNINGHAM AVENUE, URBANA, ILL.**

WHEREAS, the City Council has adopted Urbana City Code Section 3-42 to establish limits on the number of liquor licenses issued in the City; and

WHEREAS, Section 3-42(c) of the Urbana City Code provides that a majority of the corporate authorities then elected to office have to approve the creation of a new license; and

WHEREAS, an application for a liquor license in the Class P designation has been submitted to the Local Liquor Commissioner; and

WHEREAS, the City Council finds that the best interests of the City are served by increasing the number of liquor licenses in the Class P designation by one for Champaign Pit Stop Inc., 1812 North Cunningham Avenue, Urbana, Ill.

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, as follows:

The maximum number of liquor licenses in the Class P designation is hereby increased by one for Champaign Pit Stop Inc., 1812 North Cunningham Avenue, Urbana, Ill. The schedule of maximum number of authorized licenses for the respective classification maintained by the Local Commissioner shall reflect such increase.

PASSED BY THE CITY COUNCIL this _____ day of _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this _____ day of _____, _____.

DeShawn B. Williams, Mayor



MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: January 5, 2026 Committee of the Whole

Subject: A Resolution Approving and Authorizing a Recipient Agreement Between the City of Urbana and Cunningham Township Supervisor’s Office for Daytime Staffing for Cunningham Township Overnight Shelter, and
An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #5 – Daytime Staffing for Cunningham Township Overnight Shelter)

Summary

Action Requested

Staff recommends that City Council approve both this resolution to authorize an agreement to provide \$37,000 in funding for daytime staffing for the Cunningham Township overnight shelter and the associated budget amendment. The budget amendment requires six affirmative votes.

Brief Background

The Township Supervisor has identified a need for additional funding for daytime staffing for the overnight shelter. The Mayor recommends approval of this agreement and the related budget amendment to address that gap.

Relationship to City Services and Priorities

Impact on Core Services

N/A

Strategic Goals & Plans

This aligns with the City Council goal to, “Coordinate with housing and social service agencies to reduce homelessness.”

Previous Council Actions

N/A

Discussion

Additional Background Information

The Township is seeking additional funding from various partners. Initially, they will staff the shelter on days when temperatures are 20-degrees or below. Ultimately, the goal is to be open daily so that

they can do physical and mental health assessments, and case management that is essential to helping people take their next steps before the shelter closes at the end of April.

Fiscal and Budget Impact

Funds are available in the City's General Operating Fund. The total estimated ending fund balance would be \$20,959,764, of which \$17,417,202 is reserved to meet (1) the 25% policy requirement (\$11,944,202) and designated reserves related to (2) potential loss of federal funds (\$4,600,000) and (3) future expenditures for the community engagement team pilot program (\$873,000). This leaves \$3,542,562 available to be allocated.

Community Impact

The shelter is helping to meet the need for safety, food, overnight housing, and other support for residents of our community who are experiencing homelessness.

Recommendation

Staff recommends that City Council approve both this resolution to authorize an agreement to provide \$37,000 in funding for daytime staffing for the Cunningham Township overnight shelter and the associated budget amendment.

Next Steps

If approved, the Agreement will be executed, and funds will be disbursed to the Cunningham Township Supervisor's Office.

Attachments

1. A Resolution Approving and Authorizing a Recipient Agreement Between the City of Urbana and Cunningham Township Supervisor's Office for Daytime Staffing for Cunningham Township Overnight Shelter
2. An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #5 – Daytime Staffing for Cunningham Township Overnight Shelter)

Originated by: Elizabeth Hannan, HR & Finance Director / CFO

Reviewed by: Olivia Jovine, Community Development Services Director

Nick Olsen, Interim Grants Manager

Don Ho, Senior Financial Analyst / Budget Coordinator

Approved: Darius White, City Administrator

RESOLUTION NO. _____

**A Resolution Approving and Authorizing a Recipient Agreement
Between the City of Urbana and Cunningham Township Supervisor’s Office
for Daytime Staffing for Cunningham Township Overnight Shelter**

WHEREAS, the City of Urbana (the “City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, Cunningham Township is operating a Public Winter Emergency Shelter located at 109 East Park Street in Champaign, Ill. (Armory Building), from November 2025 through April 2026; and

WHEREAS, funds available are insufficient to provide daytime staffing throughout the season.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the Agreement providing \$37,000 in City general funds to Cunningham Township Supervisor’s Office for daytime staffing for the Public Winter Emergency Shelter in substantially the same form of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement in substantially the form appended hereto as an exhibit as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this _____ day of _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this _____ day of _____, _____.

DeShawn B. Williams, Mayor

**Recipient Agreement Between the City of Urbana
and Cunningham Township Supervisor's Office for
Daytime Staffing for Public Winter Emergency Shelter**

This Agreement ("Agreement") is entered as of [DATE], by and between Cunningham Township Supervisor's Office ("Recipient"), with an address of 205 W Green Street, Urbana, IL and the City of Urbana, Illinois ("City"), with an address of 400 S. Vine Street, Urbana, IL 61801, collectively "the Parties."

1. **Purpose and Scope.** The Parties intend for this Agreement to provide funding for daytime staffing for the Public Winter Emergency Shelter located at 109 East Park Street in Champaign, Ill. (Armory Building), for the period from November 2025 through April 2026.
2. **Funding:** The City will transfer General Funds to Cunningham Township in an amount of \$37,000 in support of this assistance within thirty (30) days of approval of this agreement.
3. **Roles and Responsibilities of Recipient.**
 - a. Recipient agrees to cooperate with meetings conducted by Urbana City Council members and/or City staff, as requested, to review programs in progress.
 - b. Recipient shall be required to repay the City in the amount of funds that were not spent in accordance with the regulations and requirements specified in this Agreement.
 - c. Recipient will submit reporting information to the City including:
 - i. Quarterly updates on program details
 - ii. Program timeline and status
 - iii. Program impact
 - iv. Expenditure information and status.
 - d. Recipient will provide to the City, upon reasonable notice, access to and the right to examine such books and records of Recipient and will make such reports to the City as the City may reasonably require so that the City may determine whether there has been compliance with this Agreement. If any litigation, claim, negotiation, audit, monitoring, inspection or other action has been started before the expiration of the required record retention period, records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the required period, whichever is later.
 - e. Recipient will comply with all applicable federal, state or local statutes, ordinances, and regulations.
 - f. Recipient will not use any of these General Funds for lobbying purposes. General

Funds will not be used to influence an officer or employee of any agency, including the City, in connection with any federal, state, or local contract, grant, loan, or cooperative agreement. If it is determined by the City that any expenditure made with the General Funds provided under this Agreement is prohibited by law, Recipient will reimburse the City any amount that is determined to have been spent in violation of the law.

- g. Recipient will enforce all applicable terms and requirements of this agreement with any subgrantees or partners of this program and is liable for all subgrantee and partner activity related to this the expenditure of General Funds and this agreement.
- h. Recipient shall establish safeguards to prohibit employees from using positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.

4. Daytime Staffing for the Public Winter Emergency Shelter.

- a. Services: Funds will be used only to provide daytime staffing for the Public Winter Emergency Shelter for the period November 2025 through April 2026.
- b. Qualifying Populations: All clients served must meet the definition of a Qualifying Population as described below:
 - i. **Homeless**, as defined in 24 CFR 91.5 Homeless (1), (2), or (3): (1) An individual or family who lacks a fixed, regular, and adequate nighttime residence, meaning: (i) An individual or family with a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings, including a car, park, abandoned building, bus or train station, airport, or camping ground; (ii) An individual or family living in a supervised publicly or privately operated shelter designated to provide temporary living arrangements (including congregate shelters, transitional housing, and hotels and motels paid for by charitable organizations or by federal, state, or local government programs for low-income individuals);
- c. Oversight: The Project activities shall be overseen by the Recipient *and include the following responsibilities*:
 - i. Review reports and program adherence.
 - ii. Review significant changes in programs and discuss with the City prior request for approval and implementation.

5. Roles and Responsibilities of the City.

- a. The City shall provide General Funds to Recipient in the amount of \$37,000 with thirty (30) days of approval of this agreement.
- b. The City shall provide oversight as described in this Agreement for the purpose of ensuring that General Funds are spent in compliance with federal, state, and local laws, as applicable, and in compliance with the intended purpose and outcomes of

the funds and project as set forth in this Agreement.

- c. The City is not responsible in any way for the operations of Recipient.

6. Notices

- a. Notices and communications under this AGREEMENT shall be sent first class, prepaid to the respective parties as follows.

TO THE CITY:

City of Urbana
Grants Division
400 South Vine Street
Urbana, Illinois 61801

TO THE RECIPIENT:

Cunningham Township Supervisor's Office
205 West Green Street
Urbana, Illinois 61801

7. **Term.** This Agreement shall commence upon its execution between the Parties and shall remain in effect until April 30, 2026. Upon the expiration of this Agreement, Recipient shall maintain all records and documents related to this Agreement for a period of five (5) years.
8. **Termination.** The Agreement may be terminated by either party upon a thirty-day notice in writing to the other party. Upon termination, Recipient shall provide to the City an accounting of the General Funds and shall remit unspent General Funds to the City. Additionally, if Recipient does not spend the General Funds in accordance with this Agreement, Recipient will be required to repay the City in the amount of General Funds that were utilized incorrectly. The requirement to repay misused funds shall remain in effect for the entire original term even after the early termination by either party.
9. **Amendments.** This Agreement may be amended only by an agreement of the parties executed in the same manner in which this Agreement is executed.
10. **Representations and Warranties.** Both Parties represent that they are fully authorized to enter into this Agreement. The performance and obligations of either Party will not violate or infringe upon the rights of any third-party or violate any other agreement between the Parties, individually, and any other person, organization, or business or any law or governmental regulation.
11. **Default and Enforcement of Agreement.** A default shall consist of noncompliance with the terms and conditions of the Agreement, any material breach of the Agreement, failure to comply in a timely manner with all reporting requirements, failure to expend grant funds in a timely manner, or a misrepresentation in the application submission which, if known by the City, would have resulted in grant funds not being provided. Upon due notice to the

Recipient of the occurrence of any such default and the provision of a reasonable opportunity to respond, the City may take one or more of the following actions:

- a. Direct the Recipient to prepare and follow a schedule of actions for carrying out the affected activities, consisting of schedules, timetables and milestones necessary to implement the affected activities.
- b. Direct the Recipient to establish and follow a management plan that assigns responsibilities for carrying out the remedial actions.
- c. Revise the scope of service or budget to remediate the performance deficiency.
- d. Suspend disbursement of grant funds for affected activities.
- e. Other appropriate action including, but not limited to, any remedial action legally available, such as litigation seeking declaratory judgment, specific performance, damages, temporary or permanent injunctions, termination of the Agreement and any other available remedies.

For purposes of this Agreement, a reasonable opportunity to respond to any default shall be thirty (30) days from receipt by Recipient of the City's written notice of default. Unless the Recipient's default is waived, the City may, upon twenty-four (24) hour written notice, terminate this Agreement for said default. No delay or omission by the City in exercising any right or remedy available to it under the Agreement shall impair any such right or remedy or constitute a waiver or acquiescence in any Recipient default. Notices required herein, shall be considered received by the Recipient and the City if delivered in the manner specified in section 15 of the Agreement.

12. **Indemnity.** Recipient agrees to indemnify and hold harmless the City, its respective affiliates, officers, agents, employees, and permitted successors and assigns against any and all claims, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from the negligence of or breach of this Agreement by Recipient, its respective successors and assigns that occurs in connection with this Agreement. This includes, but is not limited to:
- a. The loss of any monies paid to Recipient
 - b. Fraud, defalcation or dishonesty on the part of any person representing, employed by, contracted or subcontracted by Recipient
 - c. Any act, omission, wrongdoing, misconduct, want of care or skill, negligence or default on the part of Recipient or any of its contractors, subcontractors, suppliers, and laborers etc. in the execution or performance of this Agreement.

This section remains in full force and effect even after termination of the Agreement by its natural termination or the early termination by either party. In the event that any actions, suit, or proceeding is brought against the City upon any liability arising out of the agreement, or any other matter indemnified against, the City at once shall give notice in writing thereof to Recipient by register or certified mail. Upon receipt of such notice, Recipient at its own expense, shall defend against such action and take all such steps as may be necessary or proper to prevent the obtaining of a judgement against the City.

13. **Limitation of Liability.** Under no circumstances shall either party be liable to the other party or any third party for any damages resulting from any part of this agreement such as, but not limited to, loss of revenue or anticipated profit or lost business, costs of delay or failure of delivery which are not related to or the direct result of a party's negligence or

breach.

- 14. **Severability.** In the event any provision of this Agreement is deemed invalid or unenforceable, in whole or in part, that part shall be severed from the remainder of the Agreement and all other provisions should continue in full force and effect as valid and enforceable.
- 15. **Waiver.** The failure by either party to exercise any right, power or privilege under the terms of this Agreement will not be construed as a waiver of any subsequent or further exercise of that right, power or privilege or the exercise of any other right, power or privilege.
- 16. **Conflicts.** In the event of an unresolvable dispute, both parties agree to participate in a mediation process and to split equally any costs associated with such. Any outcomes of mediation shall be in writing and binding on the parties.
- 17. **Assignment:** Recipient shall not assign this agreement, nor any part thereof, without the prior written approval of the City.
- 18. **Legal and Binding Agreement.** This Agreement is legal and binding between the Parties as stated above. The Parties each represent that they have the authority to enter into this Agreement.
- 19. **Entire Agreement.** The Parties acknowledge and agree that this Agreement represents the entire agreement between the Parties. In the event that the Parties desire to change, add, or otherwise modify any terms, they shall do so only by an agreement of the parties executed in the same manner in which this Agreement is executed.

The Parties agree to the terms and conditions set forth above as demonstrated by their signatures as follows:

THE CITY OF URBANA

RECIPIENT

DeShawn B. Williams, Mayor

Danielle Chynoweth, Supervisor

Darcy E. Sandefur, City Clerk

Darcy E. Sandefur, Town Clerk

ORDINANCE NO. _____

AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE

(Budget Amendment #5 – Daytime Staffing for Cunningham Township Overnight Shelter)

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution of 1970, and may exercise any power and perform any function pertaining to its governmental business and affairs, and the passage of this Ordinance constitutes an exercise of the City’s home rule powers and functions as granted by the Illinois Constitution of 1970; and

WHEREAS, the corporate authorities of the City heretofore did approve the annual budget ordinance of and for the City of Urbana for the fiscal year beginning July 1, 2025 and ending June 30, 2026; and

WHEREAS, the said corporate authorities find that revising the annual budget ordinance by deleting, adding to, changing, or creating sub-classes within object classes and object classes themselves is in the best interests of the residents of the City and is desirable for the welfare of the City’s government and affairs; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, the Budget Director may not make such revision under the authority so delegated to the Budget Director pursuant to 65 ILCS 5/8-2-9.6 or Urbana City Code Section 2-133.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL AND THE MAYOR, BEING THE CORPORATE AUTHORITIES OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1.

The annual budget ordinance shall be and the same is hereby revised as set forth in the exhibit appended hereto and made a part hereof as if fully set forth herein.

Section 2.

This Ordinance shall be in full force and effect from and after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code (65 ILCS 5/1-2-4).

This Ordinance is hereby passed by the affirmative vote, the “ayes” and “nays” being called, of two-thirds of the corporate authorities then holding office (6 of 8 votes) of the City of Urbana, Illinois, at a duly noticed and convened meeting of the said corporate authorities.

PASSED BY THE CORPORATE AUTHORITIES this __ Day of _____, 20__.

AYES: _____

NAYS: _____

ABSTENTIONS: _____

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this __ Day of _____, 20__.

DeShawn B. Williams, Mayor

Budget Amendment 2025/26 - 05 - Exhibit A

General Ledger Code	Project String	Description	Current Budget	Revised Budget	Difference	Reason
<u>GENERAL OPERATING FUND (100)</u>						
<u>Expenditures</u>						
10050523-52999		SOCIAL SERVICES: OTHER CONTRACTUAL SERVICES	1,262,221	1,299,221	37,000	DAYTIME STAFFING FOR SHELTER
Total Expenditures			<u>56,100,410</u>	<u>56,137,410</u>	<u>37,000</u>	
Ending Fund Balance (estimated)			<u>20,996,764</u>	<u>20,959,764</u>	<u>(37,000)</u>	



City of Urbana
400 S. Vine Street, Urbana, IL 61801
www.UrbanaIL.gov

MEMORANDUM FROM THE OFFICE OF THE MAYOR TO THE URBANA CITY COUNCIL

Meeting: January 12, 2026, Council Meeting
Subject: Commission Appointment

Summary

Action Requested

City Council is asked to approve the appointment of Mackenzie Marti to the Sustainability Advisory Commission for a term ending June 30, 2028.

Brief Background

Mackenzie Marti has been a resident of Urbana for 8 years and is a hydrologist with the U.S. Geological Survey. In that role, Mackenzie conducts surface water investigations in Illinois and across the United States, mostly via coding and GIS. My work focuses on topics such as flooding, estimating streamflow, and water quality. Mackenzie holds bachelor's degrees in Geology and Geography and a master's degree in Earth Sciences.

“From an extremely young age, I have been interested in sustainability and environmentalism. I have pursued degrees and a career in the environmental science field and over the last ten years have implemented many personal changes to lead a more sustainable life. I feel it’s time I expand my efforts beyond myself and get more involved in helping to make my town more sustainable so that current and future residents can live their best possible lives.”

Relationship to City Services and Priorities

Impact on Core Services

City of Urbana Board and Commission members play a crucial role in helping City leaders address specific issues, offering professional expertise, involving the community in decision-making, and connecting residents, City staff, and Council.

The Sustainability Advisory Commission assists the Mayor and City Council in identifying the highest priorities for sustainable management of natural resources, particularly water and energy, for the City government and residents. The commission shall recommend goals and workable means to reach them.

The Commission's initial objective was the development of the Climate Action Plan to guide the community's efforts to reduce its emissions footprint. The Climate Action Plan includes an inventory of the sources of emissions, sets emissions reduction targets, and proposes actions to meet these emissions reduction targets.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the appointment of Mackenzie Marti to the Sustainability Advisory Commission for a term ending June 30, 2028.

Next Steps

If approved, the Office of the Mayor will notify Mackenzie Marti of their appointment as a Commission member and of Open Meetings Act requirements.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Darius L. White, City Administrator

Approved: DeShawn B. Williams, Mayor