

**DATE:** Monday, May 04, 2026  
**TIME:** 7:00 PM  
**PLACE:** 400 South Vine Street, Urbana, IL 61801

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## AGENDA

- A. Call to Order and Roll Call
- B. Additions to the Agenda
- C. Presentation and Public Input
- D. Council Input and Communications
- E. Mayoral Appointments
  - 1. Mayoral Staff Appointment
    - Interim Deputy Chief of Police*
      - Michael Cervantes (term ending on or before June 30, 2027)
- F. 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](mailto: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](mailto:CityClerk@urbanil.gov)



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

**Meeting:** May 4, 2026, Special City Council Meeting  
**Subject:** Staff Appointment

### Summary

#### *Action Requested*

City Council is asked to approve Michael Cervantes as Interim City Deputy Chief of Police for a term ending on or before June 30, 2027.

#### *Brief Background*

The attached summary of job responsibilities and information on the appointee is provided to the City Council as information to support the Mayor's recommended appointment.

### Relationship to City Services and Priorities

#### *Impact on Core Services*

Appointments made by the Mayor and approved by Council ensure that qualified individuals are placed in key leadership and operational roles, supporting effective governance, accountability, and continuity in the delivery of municipal services in line with community needs and policy goals.

#### *Strategic Goals & Plans*

N/A

#### *Previous Council Actions*

N/A

### Discussion

#### *Recommendation*

City Council is asked to approve Michael Cervantes as Interim Deputy Chief of Police for a term ending on or before June 30, 2027.

### Attachments

1. Mayoral Appointment Incumbent Information

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed by: Darius L. White, City Administrator

Approved: DeShawn B. Williams, Mayor

Police Department

Interim Deputy Chief of Police

## **MICHAEL CERVANTES**

### Job Summary

The Deputy Chief of Police plays a crucial role in the administration and leadership of the police department. Under general direction of the Chief of Police, the Deputy Chief will oversee a broad range of responsibilities, including policy development, community engagement, strategic planning, and personnel management. This position requires a seasoned law enforcement professional with exceptional leadership, communication, and problem-solving skills.

**Michael Cervantes** has more than 22 years of law enforcement experience, having served in various roles in the Urbana Police Department since 2006 and previously as a Military Police Master-at-Arms in the United States Navy. He has previously served as an Urbana Patrol Division Lieutenant and has held several progressively responsible roles throughout his tenure, including Street Crimes Unit Detective, Canine Handler, Patrol Sergeant, and Criminal Investigations Division Lieutenant. He holds numerous training certifications and is a graduate of the School of Police Staff and Command at Northwestern University. Cervantes holds a Master of Science in Law Enforcement and Public Safety Leadership from the University of San Diego.

**Michael Cervantes has served as Interim Deputy Chief of Police since October 2025.**