



DATE: Monday, June 16, 2025
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

Chair: Maryalice Wu, Ward 1

A. Call to Order and Roll Call

B. Approval of Minutes of Previous Meeting

1. 05-27-2025 Committee of the Whole Meeting Minutes

C. Additions to the Agenda

D. Presentations and Public Input

E. Staff Report

1. Additional City Arborist / Arbor Supervisor – PW
2. Legal Division Staffing – Exec
3. Human Resources Staffing – HRF
4. Police Staffing, Hiring Incentives, and Additional Allocations – PD

F. New Business

1. **Resolution No. 2025-06-039R:** A Resolution in Support of Full Federal Funding for the Low-Income Home Energy Assistance Program (LIHEAP) – Exec
2. **Resolution No. 2025-06-040R:** A Resolution in Support of Full Federal Funding for Head Start – Exec
3. **Ordinance No. 2025-06-019:** An Ordinance Approving the Fiscal Year 2025-2026 Annual Budget – HRF
4. **Ordinance No. 2025-06-020:** An Ordinance Revising the Annual Budget Ordinance (Budget Amendment #10 – Fiscal Year 2024-2025 Estimates) – HRF
5. **Ordinance No. 2025-06-021:** An Ordinance Amending City Code Chapter 22 (Taxation) by Adding Article X (Municipal Grocery Retailers' Occupation Tax and Municipal Grocery Service Occupation Tax) – HRF

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>.

G. Council Input and Communications

H. 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@urbanail.gov



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: June 16, 2025, Committee Meeting
Subject: Resolution in Support of Full Federal Funding for the Low-Income Home Energy Assistance Program

Summary

Action Requested

City Council is asked to approve a Resolution in Support of Full Federal Funding for the Low-Income Home Energy Assistance Program.

Brief Background

The Low-Income Home Energy Assistance Program (LIHEAP) is a federally funded initiative that helps low-income households pay for heating and cooling costs. In Urbana and across Champaign County, LIHEAP is administered by the Champaign County Regional Planning Commission (CCRPC), which delivers energy assistance to thousands of eligible residents annually.

In Program Year 2025 alone, 2,296 Urbana households received \$1,697,870 in utility assistance through LIHEAP. The program is especially critical for seniors, individuals with disabilities, and families with young children, offering essential protection from extreme cold or heat and helping maintain safe and livable home environments.

Due to ongoing inflation and increasing energy costs, the need for this assistance remains high.

Relationship to City Services and Priorities

Impact on Core Services

Should federal funding for LIHEAP be reduced or eliminated, many Urbana residents would face energy insecurity, increasing the likelihood of utility shut-offs, unsafe living conditions, and even homelessness. These outcomes would, in turn, place additional strain on the City's public health infrastructure, emergency services, and local housing assistance programs.

Without LIHEAP, the City could see:

- Increased calls for emergency shelter or warming/cooling center services;
- Greater demand for crisis intervention and case management through local human service providers;
- Elevated risks of health emergencies related to inadequate heating or cooling;
- Higher financial burdens on nonprofit and governmental aid systems already stretched thin.

Supporting full federal funding for LIHEAP is a proactive step that protects vulnerable residents and helps stabilize demand on City services.

Strategic Goals & Plans N/A
Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve a Resolution in Support of Full Federal Funding for the Low-Income Home Energy Assistance Program.

Next Steps

If approved, the Office of the Mayor will send copies of this resolution to the President of the United States, members of the Illinois Congressional Delegation, and all relevant federal agencies and appropriations committees.

Originated by: Kate Levy, Executive Coordinator

Reviewed: DeShawn Williams, Mayor

Approved: Elizabeth Hannan, Interim City Administrator

RESOLUTION NO. _____**RESOLUTION IN SUPPORT OF FULL FEDERAL FUNDING FOR THE LOW-INCOME HOME ENERGY ASSISTANCE PROGRAM (LIHEAP)**

WHEREAS, the Low-Income Home Energy Assistance Program (LIHEAP) is a vital federal program designed to assist low-income households with their home energy bills, providing support for heating and cooling costs and helping to ensure access to safe and livable home environments; and

WHEREAS, in the City of Urbana and throughout Champaign County, LIHEAP is administered by the Champaign County Regional Planning Commission, which delivers critical energy assistance to thousands of eligible households annually; and

WHEREAS, LIHEAP protects vulnerable community members – particularly seniors, individuals with disabilities, and families with young children – from energy insecurity and unsafe conditions during periods of extreme cold or heat; and

WHEREAS, the demand for LIHEAP remains high due to ongoing inflation and rising energy prices; and

WHEREAS, in Program Year 2025, 2,296 City of Urbana households received utility assistance through LIHEAP totaling \$1,697,870 in benefits; and

WHEREAS, reduction or elimination of federal funding for LIHEAP would undermine the health, safety, and economic stability of Urbana residents and could result in higher public health and emergency services costs; and

WHEREAS, investing in LIHEAP supports not only public welfare but also economic resilience by helping residents stay current on utility bills, reducing homelessness risk, and preventing avoidable crises;

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, urges the United States Congress to fully and adequately fund the Low-Income Home Energy Assistance Program, in order to meet the needs of eligible households in Urbana and across the country;

BE IT FURTHER RESOLVED, that the City of Urbana affirms its support of LIHEAP as a critical program that promotes energy, equity, public health, and social justice for low-income individuals and families;

BE IT FURTHER RESOLVED, that copies of this resolution shall be sent to the President of the United States, members of the Illinois Congressional Delegation, and all relevant federal agencies and appropriations committees.

PASSED BY THE CITY COUNCIL this Date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this Date day of Month, Year.

DeShawn B. Williams, Mayor



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

Meeting: June 16, 2025, Committee Meeting
Subject: Resolution in Support of Full Federal Funding for Head Start

Summary

Action Requested

City Council is asked to approve a Resolution in Support of Full Federal Funding for Head Start.

Brief Background

Head Start is a nationally recognized, federally funded early childhood education program that promotes school readiness for children from low-income families. Through a comprehensive approach that includes education, health, nutrition, and family engagement services, Head Start supports both children and their families in achieving long-term success.

In Urbana and throughout Champaign County, Head Start and Early Head Start programs are administered by the Champaign County Regional Planning Commission (CCRPC). These programs serve over 500 children and families each year through both center-based and home-based services. In the 2022–2023 program year, 101 children in Champaign County successfully transitioned from Head Start to kindergarten. In the 2023–2024 program year, 79% of enrolled parents were fully employed, and 20% were pursuing job training, certificates, or licenses. As of Spring 2025, 82% of children preparing for kindergarten were meeting school readiness goals.

The Head Start program in Champaign County receives over \$8.6 million in federal support annually, which is vital to maintaining high-quality services and equitable access for eligible families.

Relationship to City Services and Priorities

Impact on Core Services

A reduction or elimination of federal funding for Head Start would significantly impact children, families, and service providers in Urbana. The consequences would extend beyond early education, affecting family stability, workforce readiness, and public health. Without this essential support, the City could experience:

- Increased demand for early intervention and special education services in local schools;
- Higher levels of food insecurity and unmet health needs among low-income families;
- Disruptions to employment for parents who rely on consistent childcare and early education;
- Greater difficulty for local providers in retaining qualified staff and maintaining service levels.

Head Start is a critical investment in long-term educational equity, economic stability, and community well-being. Supporting full federal funding for Head Start ensures that Urbana families continue to have access to the tools and resources they need to thrive from the very beginning.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve a Resolution in Support of Full Federal Funding for Head Start.

Next Steps

If approved, the Office of the Mayor will send copies of this resolution to the President of the United States, members of the Illinois Congressional Delegation, and all relevant federal agencies and appropriations committees.

Originated by: Kate Levy, Executive Coordinator

Reviewed: DeShawn Williams, Mayor

Approved: Elizabeth Hannan, Interim City Administrator

RESOLUTION NO. _____**RESOLUTION IN SUPPORT OF FULL FEDERAL FUNDING FOR HEAD START**

WHEREAS, Head Start is a nationally recognized, federally funded early childhood education program that promotes school readiness for children from low-income families through education, health, nutrition, and family engagement services; and

WHEREAS, the City of Urbana is served by the Champaign County Regional Planning Commission, which administers Head Start and Early Head Start programs for more than 500 children and families annually through high-quality, developmentally appropriate, center-based and home-based services in Champaign County; and

WHEREAS, Head Start programs in Urbana provide vital services such as developmental screenings, mental health support, and access to nutritional meals, while also empowering parents as their children's first and most important teachers; and

WHEREAS, in the 2022-2023 program year, 101 children in Champaign County successfully transitioned from Head Start to kindergarten, demonstrating the program's effectiveness in preparing children for academic success and long-term achievement; and

WHEREAS, in the 2023-2024 program year, 79 percent of the parents enrolled in the Head Start program in Champaign County were fully employed; and

WHEREAS, in the 2023-2024 program year, 20 percent of the parents enrolled in the program in Champaign County were in job training programs or working towards certificates or licenses; and

WHEREAS, according to Spring 2025 checkpoints, 82 percent of kindergarten-bound children meet school readiness goals; and

WHEREAS, the Head Start program in Champaign County is funded primarily by the federal government, with over \$8.6 million in federal support making these services possible for eligible families in our community; and

WHEREAS, reduction or elimination of federal funding jeopardizes not only access to early education but also family stability and the ability of local providers to retain quality staff and deliver consistent care; and

WHEREAS, full and sustained federal funding for Head Start is necessary to meet current and future needs and ensures access to high-quality early childhood education for all children, regardless of income;

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, strongly urges the United States Congress to provide full and stable federal funding for the Head Start and Early Head Start programs nationwide;

BE IT FURTHER RESOLVED, that the City of Urbana affirms its support of Head Start as a foundational community investment that fosters school readiness and promotes family and community well being;

BE IT FURTHER RESOLVED, that copies of this resolution shall be sent to the President of the United States, members of the Illinois Congressional Delegation, and all relevant federal agencies and appropriations committees.

PASSED BY THE CITY COUNCIL this Date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this Date day of Month, Year.

DeShawn B. Williams, Mayor



City of Urbana
 400 S. Vine Street, Urbana, IL 61801
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MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: June 16, 2025 Committee of the Whole
Subject: Ordinances Approving the FY2026 Annual Budget, Revising the FY2025 Annual Budget, and Amending the City Code to Add a Municipal Grocery Retailer's Occupation Tax and Municipal Grocery Service Occupation Tax

Summary

Staff recommends that Council forward the Ordinances adopting the FY2026 budget, amending the FY2025 budget, and adding a grocery tax for approval at the June 23, 2025 City Council meeting. The budget amendment requires six of eight affirmative votes, including the Mayor, in order to pass.

Relationship to City Services and Priorities

Impact on Core Services

The budget lays out the plan for how the City will serve its residents in the coming year. Additional staffing in the Police Department will help to stabilize basic staffing levels and free up capacity to launch more community-centered efforts, such as the Community Engagement Team. Additional reserves will ensure that we can best serve our residents in the face of likely reduction or elimination of federal funding for various programs. These and other recommendations are described in more detail in the [FY2026 Proposed Budget](#).

The continuation of the grocery tax provides a stable source of locally controlled revenue that supports the City's General Fund, which funds core services such as Police, Fire, and Public Works. Maintaining this revenue stream helps protect essential service levels, prevents potential budget shortfalls, and supports long-term financial planning. Without it, the City could face a reduction in General Fund revenues, which may require cuts to core services, delays in infrastructure or equipment investments, or shifts to other revenue sources that could be less equitable or more difficult to implement.

Strategic Goals & Plans

This budget reflects the Mayor/Council Strategic Goals for 2024-2025, which target the following Strategic Areas:

- Public Safety and Well-Being
- Housing
- Infrastructure
- Economic Recovery/Development

Previous Council Actions

The City Council approved [FY2025 Annual Budget](#) on June 24, 2024 and the [Capital Improvement Plan for FY2026-FY2030](#) on June 2, 2025.

Discussion

Additional Background Information

FY2026 Annual Budget: The Ordinance approving the Annual Budget includes a detailed listing of changes from the proposed budget provided to the City Council. Some of these changes are housekeeping items, such as changes in the timing of expenditures. Changes include:

General Operating Fund (100):

- City Clerk: Due to a staff input error, some of the accounts in the City Clerk's budget were entered incorrectly. This ordinance corrects those errors, resulting in a \$2,197 difference between the Proposed and Adopted Budget
- Digital Forensics Equipment: A piece of equipment was originally budgeted under the Travel, Education, and Training line item. This ordinance moves the expense to the Vehicle and Equipment Replacement Fund (VERF) to more accurately reflect the nature of the purchase.
- Community Development: In the Proposed Budget, the 0.65 FTE position for the Economic Development and Planning Manager was fully budgeted in the Economic Development division. This ordinance will correct the allocation by splitting the 0.65 FTE between the Economic Development budget (10050501) and the Planning budget (10050510).

Vehicle & Equipment Replacement (VERF) Fund (300)

- Unspent funds totaling \$1,024,360 will be carried forward to FY2026 for vehicles and equipment that were not purchased in FY2025 as planned. This carryforward will allow staff to complete those purchases in FY2026.

If additional revisions are required before the budget is approved, staff will provide a revised exhibit.

FY2025 Annual Budget Amendment: This Ordinance amends the FY2025 budget to conform to estimates provided in the proposed budget, with changes detailed on the attachment. Again, all changes are housekeeping items, such as changes in the timing of expenditures. Some changes that reflect timing differences, are discussed above under FY2026 Annual Budget.

Continuation of Grocery Tax: In 2024, the legislature repealed the statewide grocery tax effective January 1, 2026. This change would reduce revenues in the City of Urbana by about \$1 million. The legislation also allows Illinois municipalities to implement a locally imposed 1% grocery tax. As of mid-May, 212 Illinois municipalities had adopted a grocery tax to replace lost revenue.

While low-income households spend a greater share of their income on groceries, purchases made through the Supplemental Nutrition Assistance Program (SNAP), which supports many low-income families, are exempt from the tax. A 2024 [report by the Institute of Government and Public Affairs](#) at the University of Illinois found that, after accounting for SNAP benefits, households in the lowest 20% income bracket paid approximately \$1.64 annually in grocery tax, while the annual cost for higher income households ranges from \$29.63 to \$85.23. Grocery tax as a share of income was just 0.01% for the lowest income households.

Continuing the grocery tax would allow the City to maintain current services and expand some services, as described in the Mayor's budget message. This tax would be collected and distributed by the State, so it does not create an administrative burden for City staff.

Policy or Statutory Impacts

This budget complies with the City's financial policies by maintaining a General Fund balance of at least 25% of recurring expenditures and limiting recurring expenditures to no more than 98.5% of recurring revenues. The grocery tax would be incorporated into the Urbana City Code.

Fiscal and Budget Impact

The projected ending fund balance in the General Operating Fund, before any additional changes, is \$17,727,754, or 37.11% of recurring expenditures. After excluding \$3.1 million reserved for the CDBG and HOME programs (to sustain them for four years if funding is lost), \$1.5 million to address other unmet housing needs in the community, and \$873,000 for the second and third years of the Community Engagement Team pilot program, the remaining fund balance would be \$12,254,754, or 25.65% of recurring expenditures.

Recommendation

Forward the Ordinances adopting the FY2026 budget, amending the FY2025 budget, and adding a grocery tax for approval at the June 23, 2025 City Council meeting.

Next Steps

If the proposed adjustments mentioned above are approved, the revisions included in the exhibits will be made to the FY2026 Annual Budget and the FY2025 Annual Budget. The Ordinance related to the grocery tax would be filed with the Illinois Department of Revenue by the first of October to ensure that it is implemented January 1, 2026, when the statewide grocery tax is eliminated.

Attachments

1. An Ordinance Adopting the FY2026 Annual Budget
2. An Ordinance Revising the FY2025 Annual Budget
3. An Ordinance Amending City Code Chapter 22 (Taxation) by Adding Article X (Municipal Grocery Retailers' Occupation Tax and Municipal Grocery Service Occupation Tax)

Originated by: Don Ho, Senior Financial Analyst / Budget Coordinator

Approved: Elizabeth Hannan, HR & Finance Director / CFO, Interim City Administrator

ORDINANCE NO. _____**AN ORDINANCE APPROVING THE FISCAL YEAR 2025-2026 ANNUAL BUDGET**

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 Finance Director acting as Budget Director pursuant to Urbana City Code Sections 2-129 and 2-130 has compiled a proposed annual budget ordinance for the fiscal year beginning July 1, 2025 and ending June 30, 2026, in accordance with 65 ILCS 5/8-2-9.1 through and including 65 ILCS 5/8-2-9.9 and Urbana City Code Chapter 2, Article VI, Division 2; and

WHEREAS, the Mayor has made the proposed annual budget ordinance conveniently available for public inspection by publication in pamphlet form and by posting it on the City’s website at least 14 days prior to a public hearing on such ordinance; and

WHEREAS, the City Council held a public hearing on the proposed annual budget ordinance at 7:00 p.m., June 16, 2025 after due and proper notice of the availability for inspection of such ordinance and notice of such public hearing having been given by publication in *The News-Gazette*, a newspaper having general circulation within the City of Urbana, which date was at least 14 days prior to the time of the public hearing; and

WHEREAS, the City Council and the Mayor, being the corporate authorities, find that it is in the best interests of the City to approve the proposed annual budget ordinance as heretofore further changed, modified, and amended.

NOW, THEREFORE, BE IT ORDAINED by the City Council and the Mayor, of the City of Urbana, Illinois, as follows:

Section 1.

The City of Urbana Fiscal Year 2025-2026 Annual Budget, a true and correct copy of which is attached hereto and made a part hereof as if set forth herein, be and the same is hereby passed, approved, and adopted as the annual budget ordinance of and for the City of Urbana for the fiscal year beginning July 1, 2025 and ending June 30, 2026, including changes listed on the Exhibit attached hereto and incorporated herein by reference.

Section 2.

The Finance Director acting as the Budget Director is hereby authorized to amend the Fiscal Year 2025-2026 Annual Budget to increase expenditures by the amount of encumbrances outstanding as of June 30, 2025.

Section 3.

The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities, and 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 a majority of the corporate authorities (5 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 Sandefur, City Clerk

APPROVED BY THE MAYOR this__ day of_____, 20_.

DeShawn B. Williams, Mayor

Budget Ordinance FY2025/26 - Exhibit - Revised

General Ledger Code	Project Ledger Code	Description	Proposed Budget	Adopted Budget	Difference	Notes	Page Reference
GENERAL OPERATING FUND							
10005140-51100		CITY CLERK: OFFICE SUPPLIES	1,844	2,398	554	Technical Correction	64
10005140-51200		CITY CLERK: PUBLICATIONS	7,552	8,163	611	Technical Correction	64
10005140-52600		CITY CLERK: UTILITIES	-	198	198	Technical Correction	64
10005140-52999		CITY CLERK: OTHER CONTRACTUAL SERVICES	-	834	834	Technical Correction	64
10020202-52320		POLICE INVESTIGATIONS: TRAVEL, EDUCATION & TRAINING	66,395	59,895	(6,500)	Digital Forensics Equipment (1x) - Correct Line Item	86 & 159
10020202-59300		POLICE INVESTIGATIONS: TFR TO VEF	30,413	36,913	6,500	Digital Forensics Equipment (1x) - Correct Line Item	86 & 159
10050501-50110		ECONOMIC DEVELOPMENT: SALARY - REGULAR EMPLOYEES	114,670	69,947	(44,723)	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050501-50210		ECONOMIC DEVELOPMENT: INSURANCE	11,571	7,613	(3,958)	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050501-50220		ECONOMIC DEVELOPMENT: FICA & MEDICARE	8,770	5,350	(3,420)	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050501-50251		ECONOMIC DEVELOPMENT: IMRF & SURS	8,426	5,253	(3,173)	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050510-50110		PLANNING: SALARY - REGULAR EMPLOYEES	385,215	429,938	44,723	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050510-50210		PLANNING: INSURANCE	8,886	12,844	3,958	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050510-50220		PLANNING: FICA & MEDICARE	67,611	71,031	3,420	Correct Salary Allocation - ED & Planning Manager	123 & 125
10050510-50251		PLANNING: IMRF & SURS	29,414	32,587	3,173	Correct Salary Allocation - ED & Planning Manager	123 & 125
		TOTAL EXPENDITURES	<u>55,109,699</u>	<u>55,111,896</u>	<u>2,197</u>		
		ENDING FUND BALANCE	<u>17,729,951</u>	<u>17,727,754</u>	<u>(2,197)</u>		
VEHICLE & EQUIPM REPLCMNT FUND (300)							
300-49100		TFR FROM GENERAL FUND		6,500	6,500	Digital Forensics Equipment (1x) - Correct Line Item	158
		TOTAL REVENUE		<u>6,500</u>	<u>6,500</u>		
30060600-53420	VERF-FIN-206	PE15	204,184	236,212	32,028	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-FIN-207	PE16	236,212	268,240	32,028	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-132	PD 60 - SQUADS	268,240	294,611	26,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-133	PD 61 - SQUADS	294,611	341,982	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-134	PD 62 - SQUADS	341,982	389,353	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-135	PD 63 - SQUADS	389,353	436,724	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-136	PD 64 - SQUADS	436,724	484,095	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-137	PD 65 - SQUADS	484,095	531,466	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-138	PD 66 - SQUADS	531,466	578,838	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-139	PD 67 - SQUADS	578,838	626,209	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-140	PD 68 - SQUADS	626,209	673,580	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-141	PD 70 - SQUADS	673,580	720,951	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-142	PD 71 - SQUADS	720,951	768,322	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PD-143	PD 72 - SQUADS	768,322	815,693	47,371	VERF changes - rolled forward from FY25	159
30060600-53420	VERF-PW-065	PW29 - CHIPPER TRUCK	815,693	1,060,693	245,000	VERF changes - rolled forward from FY25	159
30060600-53440	VERF-FD-244	SPECIAL OPERATIONS EQUIPMENT	182,508	315,248	132,740	VERF changes - rolled forward from FY25	159
30060600-53440	VERF-PD-128	RADAR UNITS	315,248	323,104	7,855	VERF changes - rolled forward from FY25	159
30060600-53440	VERF-FD-170	CITYWIDE DEFIBRILATORS	323,104	350,360	27,256	VERF changes - rolled forward from FY25	159
30060600-53440	VERF-PD-267	DIGITAL FORENSICS EQUIPMENT (1x)	350,360	356,860	6,500	Digital Forensics Equipment (1x) - Correct Line Item	159
		TOTAL EXPENDITURES	<u>486,400</u>	<u>1,517,260</u>	<u>1,030,860</u>		
		ENDING FUND BALANCE	<u>10,992,082</u>	<u>10,992,082</u>	<u>-</u>		

ORDINANCE NO. _____

AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE

(Budget Amendment #10 – Fiscal Year 2024-2025 Estimates)

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, 2024 and ending June 30, 2025; 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, 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 column labeled “FY25 Estimate” in the proposed Fiscal Year 2025-26 budget document, including changes listed on the Exhibit attached hereto and incorporated herein by reference.

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 Sandefur, City Clerk

APPROVED BY THE MAYOR this__ Day of_____, 20_.

DeShawn B. Williams, Mayor

Budget Amendment 2024/25 - #10 - Exhibit

General Ledger Code	Project String	Description	Original Estimate	Updated Estimate	Difference	Notes	Page Reference
VERF Fund (300)							
30060600-53420	VERF-FIN-206	PE15	1,578,379	1,546,351	(32,028)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-FIN-207	PE16	1,546,351	1,514,323	(32,028)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-132	PD 60 - SQUADS	1,514,323	1,487,952	(26,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-133	PD 61 - SQUADS	1,487,952	1,440,581	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-134	PD 62 - SQUADS	1,440,581	1,393,210	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-135	PD 63 - SQUADS	1,393,210	1,345,839	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-136	PD 64 - SQUADS	1,345,839	1,298,468	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-137	PD 65 - SQUADS	1,298,468	1,251,097	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-138	PD 66 - SQUADS	1,251,097	1,203,725	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-139	PD 67 - SQUADS	1,203,725	1,156,354	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-140	PD 68 - SQUADS	1,156,354	1,108,983	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-141	PD 70 - SQUADS	1,108,983	1,061,612	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-142	PD 71 - SQUADS	1,061,612	1,014,241	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PD-143	PD 72 - SQUADS	1,014,241	966,870	(47,371)	VERF changes - rolled forward to FY26	159
30060600-53420	VERF-PW-065	PW29 - CHIPPER TRUCK	966,870	721,870	(245,000)	VERF changes - rolled forward to FY26	159
30060600-53440	VERF-FD-244	SPECIAL OPERATIONS EQUIPMENT	879,407	746,667	(132,740)	VERF changes - rolled forward to FY26	159
30060600-53440	VERF-PD-128	RADAR UNITS	746,667	738,812	(7,855)	VERF changes - rolled forward to FY26	159
30060600-53440	VERF-FD-170	CITYWIDE DEFIBRILATORS	738,812	711,556	(27,256)	VERF changes - rolled forward to FY26	159
TOTAL EXPENDITURES			<u>3,101,913</u>	<u>2,077,553</u>	<u>(1,024,360)</u>		
ENDING FUND BALANCE			<u>9,037,227</u>	<u>10,061,587</u>	<u>1,024,360</u>		

ORDINANCE NO. _____**AN ORDINANCE AMENDING CITY CODE CHAPTER 22 (TAXATION) BY ADDING ARTICLE X (MUNICIPAL GROCERY RETAILERS' OCCUPATION TAX AND MUNICIPAL GROCERY SERVICE OCCUPATION TAX)**

WHEREAS, the Illinois Municipal Code, 65 ILCS 5/1-2-1, provides that the corporate authorities of each municipality may pass all ordinances and make all rules and regulations proper or necessary to carry into effect the powers granted to municipalities, with such fines or penalties as may be deemed proper; and

WHEREAS, the City of Urbana is a Home Rule Illinois municipality pursuant to the Constitution of the State of Illinois of 1970, as amended; and

WHEREAS, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) provides that, beginning on January 1, 2026, all Illinois municipalities may impose a tax "upon all persons engaged in the business of selling groceries at retail in the municipality" (the "Municipal Grocery Tax") (65 ILCS 5/8-11-24); and

WHEREAS, the Municipal Grocery Retailers' Occupation Tax may be imposed "at the rate of 1% of the gross receipts from these sales" (65 ILCS 5/8-11-24); and

WHEREAS, any Municipal Grocery Retailers' Occupation Tax shall be administered, collected and enforced by the Illinois Department of Revenue; and

WHEREAS, Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) requires any municipality imposing a Municipal Grocery Retailers' Occupation Tax under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24) to also impose a Service Occupation Tax at the same rate, "upon all persons engaged, in the municipality, in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries" as "an incident to a sale of service" (the "Municipal Grocery Service Occupation Tax") (65 ILCS 5/8-11-24); and

WHEREAS, any Municipal Grocery Service Occupation Tax shall be administered, collected and enforced by the Illinois Department of Revenue; and

WHEREAS, the City Council of the City of Urbana believe that it is appropriate, necessary, and in the best interests of the City and its residents, that the City levy a Municipal Grocery Retailers' Occupation Tax as permitted by Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24); and,

WHEREAS, the City Council believe that it is appropriate, necessary and in the best interests of the City and its residents, that the City levy a Municipal Grocery Service Occupation Tax as permitted by Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24); and

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

Section 1. Urbana City Code Chapter 22, "Taxation," is hereby amended by adding Article X, "Municipal Grocery Retailers' Occupation Tax and Municipal Grocery Service Occupation Tax," and shall read as follows:

"ARTICLE X. – MUNICIPAL RETAILERS' OCCUPATION TAX AND MUNICIPAL GROCERY SERVICE OCCUPATION TAX

Sec. 22-161. Municipal Grocery Retailers' Occupation Tax Imposed.

A tax is hereby imposed upon all persons engaged in the business of selling groceries at retail in this municipality at the rate of 1% of the gross receipts from such sales made in the course of such business while this Ordinance is in effect. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

Sec. 22-162. Municipal Grocery Service Occupation Tax.

A tax is hereby imposed upon all persons engaged in this municipality in the business of making sales of service, who, as an incident to making those sales of service, transfer groceries as an incident to a sale of service. The rate of this tax shall be the same rate identified in Sec. 22-161, above. The imposition of this tax is in accordance with and subject to the provisions of Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24).

Sec. 22-163. Collection and Enforcement.

The taxes hereby imposed, and all civil penalties that may be assessed as an incident thereto, shall be collected and enforced by the Department of Revenue of the State of Illinois. The Illinois Department of Revenue shall have full power to administer and enforce the provisions of this Ordinance.

Secs. 22-164 – 22-170. Reserved.”

Section 2. As required under Section 8-11-24 of the Illinois Municipal Code (65 ILCS 5/8-11-24), the Clerk is hereby directed to file a certified copy of this Ordinance with the Illinois Department of Revenue on or before October 1, 2025.

Section 3. The taxes imposed by this Ordinance shall take effect on January 1, 2026.

Section 4. All Ordinances, resolutions, and policies or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of the conflict, expressly repealed on the effective date of this Ordinance.

Section 5. If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

Section 6. The City Clerk is directed by the corporate authorities to publish this Ordinance in pamphlet form. This Ordinance shall be in full force and effect after its passage and publication in accordance with 65 ILCS 5/1-2-4.

Section 7. 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 Assignment and Estoppel Certificate as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this date day of Month, Year.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this date day of Month, Year.

DeShawn B. Willaims, Mayor