CITY OF URBANA

CITY OF URBANA
CITY COUNCIL REGULAR MEETING

DATE: Monday, October 26, 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. **10-05-2026 Committee of the Whole Meeting Minutes**

C. Additions to the Agenda

D. Presentation and Public Input

E. Council Input and Communications

F. Closed Session per 5 ILCS 120/2(c)(2) – Collective Bargaining Negotiations

G. Reports of Standing Committees

H. Committee of the Whole (*Council Member Maryalice Wu, Ward 1*)

1. Consent Agenda

a. **Resolution No. 2026-10-057R:** A Resolution Approving and Authorizing the Execution of a License Agreement with Fernie's High Horse, LLC (A Portion of 124 South Race Street) – CD

b. **Resolution No. 2026-10-058R:** A Resolution Approving Sponsorship Agreements for the Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI) – PD

c. **Resolution No. 2026-10-059R:** A Resolution Approving an Increase in the Number of Liquor Licenses in the Class A Designation for The Cosmo Urbana LLC d/b/a The Cosmo Urbana, 300 South Broadway Avenue, Suite 142, Urbana, Ill. – Exec

2. Regular Agenda

I. Reports of Special Committees

J. Reports of Officers

K. Adjournment

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

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

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: October 19, 2026, Committee of the Whole
Subject: A Resolution Approving and Authorizing the Execution of a License Agreement with Fernie's High Horse, LLC (A Portion Of 124 S. Race Street)

Summary

Action Requested

City Council is being asked to pass the attached resolution to approve and authorize the execution of a license agreement with Fernie's High Horse, LLC, allowing them to utilize and occupy a portion of the public property at 124 S. Race Street (adjacent to 118 S. Race Street) for movable outdoor furniture and space for the consumption of food and/ or beverages.

Brief Background

Fernie's High Horse, LLC, the owner of Fernie's High Horse, proposes to add outdoor furniture, lighting fixtures, and stepping stones, and remove a section of an existing fence on the public property of 124 S. Race Street, which is adjacent to the Fernie's High Horse establishment. Exhibit A shows the proposed improvements.

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

The Licensee, at its sole expense, shall properly supervise and maintain the Property in a clean, orderly and safe condition and in such a manner as to protect the public health and safety. The Licensee shall use positive action to ensure that its use of the sidewalk in no way interferes with sidewalk users or limits their free unobstructed passage. The Licensee will install passive barriers, as depicted in Exhibit "A", that surrounds the Property delineating the license premises from the public sidewalks. The sculpture and two (2) public benches will remain accessible to the public. All tables, chairs, umbrellas, and any other objects provided with a sidewalk café will be maintained by the licensee with a clean and attractive appearance and will be in good repair.

Fiscal and Budget Impact
Fernie's High Horse, LLC will pay the City an annual license fee of $1,944.96 per year (2,026 total square feet of right-of-way and City-owned property at the current rate of $0.96 per square foot).

Recommendation
City Council is asked to pass the attached resolution to approve and authorize the execution of a license agreement with Fernie's High Horse, LLC, allowing them to utilize and occupy a portion of the public property at 124 S. Race Street (adjacent to 118 S. Race Street) for movable outdoor furniture and space for the consumption of food and/ or beverages.

Next Steps
If the attached resolution is passed, the Mayor will execute the license agreement, City staff will record the agreement with the Champaign County Recorder. Then, Fernie's High Horse, LLC will file for a Sidewalk Café license with the City's Finance Department, pay the associated fees. Then, Fernie's High Horse, LLC can proceed with the proposed addition of outdoor furniture, lighting fixtures, and stepping stones, and the removal of the section of an existing fence, after they obtain a building permit.

Attachments

1. Resolution No. 2026-10-___R: A Resolution Approving and Authorizing the Execution of a License Agreement with Fernie's High Horse, LLC (Public space at 124 S. Race Street).
2. License Agreement with Fernie's High Horse, LLC (Public space at 124 S. Race Street).
3. Exhibit A: Map showing location and extent of licensed area.

Originated by: Daniel A. Rothermel, Land Surveyor
Justin Swinford, Interim City Engineer
Reviewed: Olivia Jovine, Community Development Services Director
Vince Gustafson, Public Works Director
Approved: Darius L. White, City Administrator

RESOLUTION NO. 2026- - R

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A LICENSE AGREEMENT WITH FERNIE'S HIGH HORSE, LLC
(A Portion of the Public Area at 124 South Race Street)

WHEREAS, the City Council, in its discretion and consistent with applicable law, may authorize, by resolution, the Mayor to execute license agreements on behalf of the City for use of public rights-of-way where such use will involve the placement, installation and operation of any facility on the surface of or above the ground in a public right-of-way; and

WHEREAS, the City Council, after due consideration, finds that approving the agreement as herein provided is in the best interests of the residents of the City and is desirable for the welfare of the City's government and affairs.

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

A right-of-way license agreement between **Fernie's High Horse, LLC** and the City of Urbana for movable outdoor furniture and space for the consumption of food and/ or beverages upon 124 South Race Street, adjacent to 118 South Race Street, in substantially the form of the copy of said agreement attached hereto and hereby incorporated by reference, is hereby authorized and approved. The Mayor of the City of Urbana is hereby authorized to execute and deliver said agreement as so authorized and approved for and on behalf of the City of Urbana.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2026.

AYES:

NAYS:

ABSTENTIONS:

_____
Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this _____ day of _____, 2026.

_____
DeShawn B. Williams, Mayor

AGREEMENT FOR LICENSE
TO USE CERTAIN PORTIONS OF PUBLIC PROPERTY
(Adjacent to 118 South Race Street, Urbana)
FERNIE'S HIGH HORSE

WHEREAS, Fernie's High Horse (hereinafter "Licensee"), desires to utilize a portion of the public property adjacent to 118 South Race Street, Urbana, for movable outdoor furniture and space for the consumption of food and/or beverages.

NOW, THEREFORE, in consideration of the mutual benefits to the parties and the covenants hereinafter stated, the parties do agree as follows:

A. Grant of License. The City of Urbana, Illinois (hereinafter "City") hereby grants to the Licensee, subject to the terms hereinafter set forth, a license for the sole purpose of maintaining movable outdoor furniture and providing space for the consumption of food and/or beverages on the property at the address commonly known as 118 South Race Street, Urbana including the adjacent public property to the extent shown on Exhibit A (attached), the licensed portion of public property (hereinafter "Property"). Said license shall be in effect between the times of 7:00 AM and 2:00 AM, Monday through Sunday at 118 South Race Street, Urbana, The Director of Public Works may limit or modify this license for those dates on which other approved activities may conflict with this use upon thirty (30) days' notice to Licensee. Said license is given only to the Licensee as a personal privilege and not to any of its successors in interest and may not be transferred voluntarily or involuntarily. All license fees shall be due and payable upon the signing of this agreement.

B. Maintenance and Use.

(1) The Licensee, at its sole expense, shall properly supervise and maintain the Property in a clean, orderly and safe condition and in such a manner as to protect the public health and safety. The Licensee shall use positive action to ensure that its use of the sidewalk in no way interferes with sidewalk users or limits their free unobstructed passage. The Licensee will install passive barriers, as depicted in Exhibit "A", that surrounds the Property delineating the license premises from the public sidewalks. The sculpture and two (2) public benches will remain accessible to the public at all times. All tables, chairs, umbrellas, and any other objects provided with a sidewalk café shall be maintained with a clean and attractive appearance and shall be in good repair at all times.

(2) The Licensee shall, at all times hereunder, prevent the accumulation, blowing and scattering of trash, garbage, or any other such debris caused or permitted by Licensee's use of the Property or by any person's use of the Property during the time periods of said license. The Licensee shall retrieve and properly dispose of any debris scattered on to adjacent property caused by any use of the Property under the license, and, additionally, shall maintain its own trash containers upon the Property for disposal of any debris.

(3) Licensee may not restrict ingress and egress to the Property during the time periods of such license except as needed to comply with current liquor laws.

(4) Licensee shall be strictly responsible that no customer, employee, or other person, be permitted to remove alcoholic liquor from the area designated in the sidewalk café license to the public sidewalk.

(5) Except for the improvements depicted and described in Exhibit A, including (1) implementation of a stepping-stone walkway, (2) tree-mounted moonlight fixtures, and (3) removal of an existing dilapidated fence, Licensee shall not erect, attach or affix any

permanent barrier or fixture upon the Property without permission from the Director of Public Works or through a separate license agreement.

(6) Except for the tree-mounted moonlight fixtures depicted and described in Exhibit A, no furniture or any parts of the sidewalk café shall be attached, chained or in any manner affixed to any tree, post, signs, sidewalk, streetlight, fire hydrant or other public fixture within or near the licensed area.

(7) Licensee shall not impede any maintenance activity conducted by the City or impair ingress or egress to the premise of any other person.

(8) Licensee shall be allowed to provide amplified or piped-in music and sound within the Property no earlier than 11:00 a.m. and no later than 1:00 a.m., so long as such sound otherwise complies with Chapter 16 of the Urbana Municipal Code (the "Code"). For the purposes of compliance with Chapter 16 of the Code, Licensee shall be considered a licensed sidewalk café and shall be afforded the exception to loud and raucous noise provided to licensed sidewalk cafés pursuant to Section 16-5(3) of the Code.

(9) No advertising shall be permitted on or in any sidewalk café except to identify the name of the establishment licensed for the sidewalk café.

(10) Should the Licensee breach any section of this paragraph, the City may perform such cleaning or removal as it considers in its best interests, and the Licensee shall reimburse the City for the cost thereof.

C. Indemnity. Notwithstanding any other provisions of this license and irrespective of any insurance carried by the Licensee for the benefit of the City, the Licensee agrees to protect and defend the City and any of its officers or employees from any and all claims, suits or actions of whatever nature, arising out of or in connection with the use or maintenance of the Property as herein defined and further with regard to any activity of the Licensee in connection with this license other than claims or actions based solely upon allegations of negligence or intentional misconduct of the City and its agents. Additionally, Licensee agrees to indemnify the City, including reasonable attorney fees, for any sums the City becomes obligated to pay as damages arising out of such circumstances except to the extent such damages are due to the negligence or intentional misconduct of the City and its agents, its employees or officers.

D. Insurance. The Licensee shall maintain, at its sole expense for the duration of the license term, public liability and property damage insurance which insurance shall name the City as an additional insured. The insurance shall be in at least the amounts as follows:

$1,000,000.00 commercial type, combined single limit, for bodily injury or death and property damage with a $1,000,000.00 aggregate.

Additionally, if the Licensee holds a liquor license in that area, the Licensee shall maintain, at its sole expense for the duration of the license term, liquor liability (dram shop) insurance which names the City of Urbana as an additional insured.

The Licensee shall file with the City Finance Department a current Certificate of Insurance evidencing such coverage at the inception of the license and annually thereafter upon renewal of the license agreement.

E. Fee. On the effective date of this agreement and on each anniversary of such date thereafter, the Licensee shall pay to the City, in advance and without demand, an annual fee as compensation for the license granted under this agreement. The Licensee shall pay to the City the annual fee and all other charges required to be paid under this agreement by cash, valid check, or money order at City of Urbana Accounting, 400 S.

Vine Street, Urbana, Illinois 61801. The Right-of-Way usage license per square foot fee listed in the City of Urbana Schedule of Fees shall be applied to the Property area, 2,026 square feet.

F. Termination. In the event of cessation of business by the Licensee at 118 South Race Street, Urbana for a period exceeding thirty (30) consecutive days, the license granted hereunder shall automatically terminate at the end of such thirty (30) days.

Additionally, the Public Works Director may revoke or suspend this license for the violation(s) of any article of this license agreement. In any event, the City through the Public Works Director, may alter, suspend, or revoke the license upon demand at any time that the Public Works Director in his judgement concludes that it would be necessary or convenient for the City to perform any work in that area of the public property or right of way, or to reclaim that area for pedestrian or other public use, or if the use of that area causes public disruption or if alcoholic liquor is removed from that designated area, or if the permit is otherwise violated, or if the required fees are not properly and timely paid, or if required insurance is not maintained, or for any other reason in the public interest at any time, and its use discontinued, with no recourse against the City for any loss or damage by any such alteration, suspension, revocation, or termination.

If any such space is not vacated and such use not discontinued by the time specified, the City may remove from such space any property left thereon at the risk and expense of the Licensee. This license shall be construed as a privilege granted to Licensee and shall not create any vested rights to renewal or continuation. Additionally, the Licensee agrees that such use is temporary, and the Licensee acquires no right, title or interest in the space permitted to be used. The required fee for the license, as set forth under Chapter 14 of the Urbana City Code, shall be due and payable upon the signing of this agreement.

Unless altered, suspended, revoked, or terminated under the terms of this agreement, this license shall remain valid until October 31, 2031 (the “License Term”). The City or Licensee may elect to renew this license under the same terms and conditions contained herein for an additional period of five (5) years by providing written notice to the other party no earlier than one hundred eighty (180) days, but no later than thirty (30) days before, the expiration of the License Term.

G. Other Ordinances. The grant of this license shall not be construed to waive the application of any other ordinance or law to the use of the Property by the Licensee. No person shall possess any open container of or consume alcoholic liquor on any public property including the Property granted a Licensee hereunder, without the possession of a valid City liquor license for the establishment named herein.

H. Notices. Notices shall be effective when mailed, certified mail, postage prepaid, to each of the parties as follows:

City	Licensee
Director of Public Works City of Urbana 706 Glover Avenue Urbana, Illinois 61802	Fernie's High Horse LLC Attn: Alexander Gillespie 901 South First Street Champaign, Illinois 61820

IN AGREEMENT, the parties do set their hands.

CITY OF URBANA

BY:_____

ITS: Director of Public Works

Date:_____

FERNIE'S HIGH HORSE LLC

BY:_____

ITS:_____

Date:_____

CITY OF URBANA

BY:_____

ITS: Mayor of the City of Urbana

Date:_____

Exhibit "A"

(See Attached)



NORTH

0 10 20 40 Feet

1:240

= DEDICATED ROW/ CITY OF URBANA

= PROPOSED LICENSE AGREEMENT AREA 2,026 SQ. FT.

CITY OF URBANA

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: October 19, 2026, Committee of the Whole
Subject: Approval of A Resolution Approving Sponsorship Agreements with Tactic SI

Summary

Action Requested

City Council is asked to approve a resolution authorizing the TACTIC-SI Sponsorship Agreements with four Community Implementation Partners. Appropriation of the accepted TACTIC-SI funds will occur in a forthcoming budget amendment.

Brief Background

The Urbana Police Department (UPD) was awarded funding through the Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI), a collaborative program funded through the Illinois Criminal Justice Information Authority (ICJIA) Illinois HEALS Program.

TACTIC-SI is designed to strengthen collaboration among law enforcement and community partners to better connect children, adolescents, and families impacted by trauma and violence with appropriate services.

As part of UPD's approved proposal, DREAAM, Courage Connection, the Champaign County Children's Advocacy Center, and Urbana Neighborhood Connections Center were identified as Community Implementation Partners. The sponsorship agreements establish each organization's responsibilities and requirements for the use of TACTIC-SI funding.

Relationship to City Services and Priorities

Impact on Core Services

UPD would distribute $60,000 in TACTIC-SI sponsorship funding to four Community Implementation Partners as follows:

- $10,000 to Urbana Neighborhood Connections Center (UNCC)
- $10,000 to the Champaign County Children's Advocacy Center (CAC)
- $10,000 to Courage Connection
- $30,000 to DREAAM

Strategic Goals & Plans
N/A

Previous Council Actions
N/A

Discussion

Fiscal and Budget Impact
The sponsorship agreements will have no net fiscal impact on the City. The $60,000 in sponsorship funding will be funded entirely through the TACTIC-SI award, and no local match required. Appropriation of the funds will be addressed through a forthcoming budget amendment,

Recommendation
Staff recommends that City Council approve the resolution authorizing the TACTIC-SI Sponsorship Agreements with the identified Community Implementation Partners.

Next Steps
If approved, staff will execute the sponsorship agreements with the identified Community Implementation Partners, distribute TACTIC-SI funds in accordance with the agreements, and comply with all required financial and program reporting requirements.

Attachments

1. A Resolution Approving Sponsorship Agreements
2. TACTIC-SI UNCC Recipient Sponsorship Agreement
3. TACTIC-SI Courage Connection Recipient Sponsorship Agreement
4. TACTIC-SI DREAAM Recipient Sponsorship Agreement
5. TACTIC-SI CCAC Recipient Sponsorship Agreement

Originated by: Matthew McKinney, Services Lieutenant
Reviewed: Larry Boone, Chief of Police
Approved: Darius L. White, City Administrator

RESOLUTION NO. _____

A RESOLUTION APPROVING SPONSORSHIP AGREEMENTS FOR THE TOTAL ACCESS COLLABORATIVE FOR TRAUMA-INFORMED CARE – STATEWIDE INITIATIVE (TACTIC-SI)

WHEREAS, the City of Urbana (the "City") is an Illinois home rule unit of local government pursuant to Section 6 of Article VII of the Illinois Constitution of 1970 and the statutes of the State of Illinois; and

WHEREAS, the City recognizes that it is appropriate and beneficial for the City and its departments to apply for and receive funding from private, state, and federal agencies; and

WHEREAS, the City was awarded funding through the Total Access Collaborative for Trauma-Informed Care – Statewide Initiative ("TACTIC-SI"), a collaborative program funded through the Illinois Criminal Justice Information Authority Illinois HEALS Program; and

WHEREAS, as part of the City's approved TACTIC-SI sponsorship proposal, DREAAM – Driven to Reach Excellence and Academic Achievement for Males, Courage Connection, the Champaign County Children's Advocacy Center, and Urbana Neighborhood Connections Center were identified as Community Implementation Partners; and

WHEREAS, the City proposes to distribute a total of $60,000 in TACTIC-SI sponsorship funding to the Community Implementation Partners, consisting of $30,000 to DREAAM and $10,000 each to Courage Connection, the Champaign County Children's Advocacy Center, and Urbana Neighborhood Connections Center; and

WHEREAS, the City Council finds it desirable and in the best interests of the City to approve the TACTIC-SI Sponsorship Agreements.

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

Section 1.

The TACTIC-SI Sponsorship Agreements between the City of Urbana and DREAAM – Driven to Reach Excellence and Academic Achievement for Males, Courage Connection, the Champaign County Children's Advocacy Center, and the Urbana Neighborhood Connections Center, in substantially the forms of the Exhibits appended hereto and made a part hereof, shall be and hereby are authorized and approved.

Section 2.

The Mayor of the City of Urbana, Illinois, shall be and hereby is authorized to execute and deliver, and the City Clerk of the City of Urbana, Illinois, shall be and hereby is authorized to attest to said

execution of said Agreements as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED BY THE CITY COUNCIL this _____ day of _____, 2026.

AYES:

NAYS:

ABSTENTIONS:

_____
Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, 2026.

_____
DeShawn B. Williams, Mayor

SCOPE OF SERVICES

TACTIC-SI SPONSORSHIP AGREEMENT

Organization

Urbana Neighborhood Connections Center

Sponsorship Amount

$10,000.00

Total Access Collaborative for Trauma Informed Care Statewide Initiative (TACTIC-SI)

I. PURPOSE

The Urbana Police Department ("UPD") was awarded funding under the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**, a collaborative program funded through the **Illinois Criminal Justice Information Authority (ICJIA) Illinois Helping Everyone Access Linked Systems HEALS Program** and administered by the **University of Illinois Chicago (UIC)** in partnership with the **Forest Park Police Department**. The purpose of the TACTIC Statewide Initiative is to strengthen collaboration among law enforcement, schools, mental health providers, and community organizations to increase the workforce's ability to recognize, connect, and provide services to children, adolescents, and families impacted by trauma and violence through coordinated, trauma-informed practices.

As part of the Urbana Police Department's approved sponsorship proposal, and with the knowledge and approval of the sponsorship administrators, UPD identified and designated Community Implementation Partners to assist in carrying out the goals and objectives of the TACTIC Statewide Initiative. These organizations were selected based on their demonstrated ability to provide trauma-informed services, strengthen community partnerships, and expand access to resources for individuals and families impacted by trauma and violence.

This Scope of Services establishes the responsibilities, activities, reporting requirements, performance expectations, and accountability measures for the Sponsored entity in support of the TACTIC Statewide Initiative and defines the terms governing the use of sponsorship funds awarded by the Urbana Police Department under this Agreement.

II. PROGRAM OBJECTIVES

The Sponsored entity shall support implementation of TACTIC-SI by assisting the Urbana Police Department in accomplishing the following objectives:

- Increase access to trauma-informed services for individuals and families impacted by trauma and violence.
- Strengthen collaboration between law enforcement and community service providers.
- Improve referral pathways and service coordination.
- Promote trauma-informed practices throughout participating organizations.
- Increase community trust through collaborative engagement and resource connection.

III. REQUIRED SERVICES

The Sponsored entity shall:

- Participate as an active Community Implementation Partner throughout the sponsorship period.
- Collaborate with the Urbana Police Department and other TACTIC-SI partners.
- Provide services consistent with the mission and objectives of the TACTIC-SI program.
- Participate in coordinated referral and resource navigation efforts.
- Assist in connecting individuals and families with appropriate community resources.
- Participate in sponsorship evaluation and data collection activities.

IV. REQUIRED DELIVERABLES

The Sponsored entity shall complete the following minimum deliverables throughout the term of this Agreement:

Training

- Complete TACTIC-SI Trauma-Informed Response Training for agency staff participating in sponsorship activities.
- Participate in any additional sponsorship-required training provided by the sponsorship administrators or the Urbana Police Department.

Collaboration

- Participate in quarterly TACTIC-SI partnership meetings.
- Participate in multidisciplinary planning and coordination meetings as requested.

Data Collection

Provide quarterly reports to the Urbana Police Department documenting:

- Number of referrals made.
- Number of referrals received.
- Types of services provided.
- Number of individuals and families served.
- Staffing supported through sponsorship funding.
- Community outreach and engagement activities.
- Progress toward sponsorship objectives.
- Success stories, barriers, and recommendations.

Financial Reporting

Submit documentation supporting reimbursement requests including:

- Itemized expenditures.
- Payroll documentation (when applicable).
- Receipts and invoices.
- Proof of payment.
- Any additional documentation requested by UPD.

V. PERFORMANCE MEASURES

The Sponsored entity shall, at a minimum:

- Submit 100% of required quarterly reports on time.
- Participate in 100% of required coordination meetings.

- Maintain documentation supporting all expenditures.
- Maintain documentation of agency participation in TACTIC-SI training.
- Demonstrate ongoing collaboration with the Urbana Police Department and Community Implementation Partners.
- Document referrals and service connections made through sponsorship-supported activities.

VI. ALLOWABLE ACTIVITIES

Sponsorship funds may be used for approved activities including:

- Personnel costs
- Fringe benefits
- Trauma-informed training
- Community outreach
- Youth engagement
- Victim advocacy
- Referral coordination
- Program supplies
- Educational materials
- Meeting expenses directly related to sponsorship implementation
- Data collection and reporting
- Administrative costs directly related to approved sponsorship activities

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VII. UNALLOWABLE ACTIVITIES

Sponsorship funds shall not be used for:

- Alcohol
- Entertainment expenses

- Political activities
- Lobbying
- Capital construction projects
- Debt payments
- Costs unrelated to approved sponsorship activities
- Any expenditure prohibited by the TACTIC-SI sponsorship award or applicable federal, state, or local regulations

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VIII. SUCCESS MEASURES

Successful completion of this Scope of Services shall be demonstrated through:

- Timely completion of all required reports.
- Compliance with sponsorship requirements.
- Completion of required training.
- Active participation in partnership meetings.
- Appropriate expenditure of sponsorship funds.
- Documentation demonstrating increased collaboration and service coordination.
- Evidence that sponsorship funding expanded access to services for individuals and families impacted by trauma and violence.

IX. AGREEMENT STANDARDS

The Sponsored entity shall comply with:

- All requirements contained within the TACTIC-SI sponsorship award.
- All applicable federal, state, and local laws.
- Policies established by the Urbana Police Department for administration of TACTIC-SI funds.
- All reporting requirements established by the sponsorship administrators.

Failure to comply with these requirements may result in corrective action, suspension of reimbursement, termination of this Agreement, or repayment of sponsorship funds.

X. MONITORING, RECORD RETENTION, AND AUDIT REQUIREMENTS

The Urbana Police Department shall monitor the Sponsored entity's performance throughout the term of this Agreement to ensure compliance with the objectives and requirements of the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

The Sponsored entity agrees to cooperate with all reasonable monitoring activities, including requests for documentation, programmatic reviews, site visits, financial reviews, and evaluation of sponsorship-supported activities.

The Sponsored entity shall maintain complete and accurate financial, programmatic, and administrative records related to this Agreement, including supporting documentation for all expenditures, staffing, referrals, training, and required deliverables. Such records shall be retained for a minimum of **five (5) years** following the expiration or termination of this Agreement, or for any longer period required by the sponsorship administrators or applicable law.

The Urbana Police Department, the University of Illinois Chicago, the Forest Park Police Department, and any authorized federal or state oversight agency shall have the right to inspect, review, and audit records relating to this Agreement upon reasonable notice during normal business hours.

XI. DEFAULT, SUSPENSION, AND TERMINATION

Failure of the Sponsored entity to comply with the terms of this Agreement shall constitute a default.

Events of default include, but are not limited to:

- Failure to expend sponsorship funds for approved purposes.
- Failure to submit required reports or supporting documentation.
- Failure to comply with sponsorship requirements or applicable laws.
- Material misrepresentation or falsification of information.
- Failure to complete required training or agreed-upon deliverables.

- Misuse or unauthorized expenditure of sponsorship funds.

Upon determination of a default, the Urbana Police Department may require corrective action, suspend reimbursement of sponsorship funds, temporarily suspend the Agreement, or terminate the Agreement upon written notice.

Upon termination, the Sponsored entity shall immediately cease charging expenditures to this Agreement and shall return any unexpended or improperly expended sponsorship funds as directed by the Urbana Police Department.

Termination of this Agreement shall not relieve either party of obligations incurred prior to the effective date of termination.

XIV. TIMELINE AND EXECUTION OF FUNDS

A. Agreement Term

This Agreement shall become effective upon execution by both parties ("Effective Date") and shall remain in effect through the expiration of the TACTIC-SI sponsorship period unless terminated earlier in accordance with this Agreement.

B. Sponsorship Performance Period

The Sponsored entity shall perform all sponsorship-supported activities during the approved TACTIC-SI sponsorship period. Sponsorship funds may only be expended for allowable costs incurred during the approved performance period unless otherwise authorized in writing by the Urbana Police Department and the sponsorship administrators.

No costs incurred after the expiration of the sponsorship period shall be reimbursable unless specifically authorized in writing by the Urbana Police Department and the sponsorship administrators.

C. Requests for Reimbursement

Requests for reimbursement shall be submitted to the Urbana Police Department on a quarterly basis unless otherwise approved by the Urbana Police Department.

Each reimbursement request shall include:

- Completed reimbursement request form;
- Itemized list of expenditures;
- Copies of invoices and receipts;

- Payroll documentation, when applicable;
- Proof of payment;
- Narrative summary of activities completed during the reporting period; and
- Any additional documentation requested by the Urbana Police Department.

The Urbana Police Department shall review each reimbursement request for completeness and compliance prior to authorizing payment. The reimbursement shall be paid within 45 days from the approval of the expenditures pending their completeness and compliance.

D. Reporting Schedule

Quarterly performance reports shall be submitted to the Urbana Police Department no later than fifteen (15) calendar days following the end of each calendar quarter.

Each quarterly report shall include:

- Referrals made and received;
- Number of individuals and families served;
- Staff supported by sponsorship funds;
- Community outreach activities;
- Progress toward required deliverables;
- Sponsorship expenditures;
- Successes, challenges, and recommendations.

E. Final Closeout

Within thirty (30) calendar days following expiration of this Agreement, the Sponsored entity shall submit:

- Final reimbursement request;
- Final performance report;
- Final expenditure report;
- Certification that all sponsorship funds were expended in accordance with this Agreement; and
- Any additional documentation requested by the Urbana Police Department.

Failure to submit required closeout documentation may delay or prevent final reimbursement.

XV. EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates indicated below.

URBANA POLICE DEPARTMENT

By: _____

Chief Larry Boone

Chief of Police

Urbana Police Department

Date: _____

Reviewed By:

Fiscal Services / Sponsorship Administrator

Urbana Police Department

Date: _____

SPONSORED ENTITY

Organization:

Authorized Representative:

Title:

Signature:

Date:

CERTIFICATION

By signing this Agreement, the sponsored entity certifies that:

- The information contained herein is true and accurate.
- The organization has the authority to enter into this Agreement.
- The organization agrees to comply with all requirements contained within this Agreement.
- The organization agrees to expend sponsorship funds only for approved purposes.
- The organization agrees to comply with all reporting, monitoring, reimbursement, and recordkeeping requirements established by the Urbana Police Department and the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

TOTAL ACCESS COLLABORATIVE FOR TRAUMA INFORMED CARE STATEWIDE INITIATIVE (TACTIC-SI)

URBANA POLICE DEPARTMENT

SPONSORSHIP AGREEMENT

Sponsored Entity

Courage Connection

Award Amount

$10,000.00

Sponsorship Period

October 2026 – October 2027

I. PURPOSE

The Urbana Police Department ("UPD") was awarded funding under the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**, a collaborative program funded through the **Illinois Criminal Justice Information Authority (ICJIA) Illinois Helping Everyone Access Linked Systems HEALS Program** and administered by the **University of Illinois Chicago (UIC)** in partnership with the **Forest Park Police Department**. The purpose of the TACTIC Statewide Initiative is to strengthen collaboration among law enforcement, schools, mental health providers, and community organizations to increase the workforce's ability to recognize, connect, and provide services to children, adolescents, and families impacted by trauma and violence through coordinated, trauma-informed practices.

As part of the Urbana Police Department's approved sponsorship proposal, and with the knowledge and approval of the sponsorship administrators, UPD identified and designated Community Implementation Partners to assist in carrying out the goals and objectives of the TACTIC Statewide Initiative. These organizations were selected based on their demonstrated ability to provide trauma-informed services, strengthen community partnerships, and expand access to resources for individuals and families impacted by trauma and violence.

This Sponsorship Agreement establishes the responsibilities, activities, reporting requirements, performance expectations, and accountability measures for the Sponsored entity in support of the

TACTIC Statewide Initiative and defines the terms governing the use of sponsorship funds awarded by the Urbana Police Department under this Agreement.

II. PROGRAM OBJECTIVES

The Sponsored Entity shall support implementation of TACTIC-SI by assisting the Urbana Police Department in accomplishing the following objectives:

- Increase access to trauma-informed services for individuals and families impacted by trauma and violence.
- Strengthen collaboration between law enforcement and community service providers.
- Improve referral pathways and service coordination.
- Promote trauma-informed practices throughout participating organizations.
- Increase community trust through collaborative engagement and resource connection.

III. REQUIRED SERVICES

The Sponsored Entity shall:

- Participate as an active Community Implementation Partner throughout the sponsorship period.
- Collaborate with the Urbana Police Department and other TACTIC-SI partners.
- Provide services consistent with the mission and objectives of the TACTIC-SI program.
- Participate in coordinated referral and resource navigation efforts.
- Assist in connecting individuals and families with appropriate community resources.
- Participate in sponsorship evaluation and data collection activities.

IV. REQUIRED DELIVERABLES

The Sponsored Entity shall complete the following minimum deliverables throughout the term of this Agreement:

Training

- Complete TACTIC-SI Trauma-Informed Response Training for agency staff participating in sponsorship activities.
- Participate in any additional sponsorship-required training provided by the sponsorship administrators or the Urbana Police Department.

Collaboration

- Participate in quarterly TACTIC-SI partnership meetings.
- Participate in multidisciplinary planning and coordination meetings as requested.

Data Collection

Provide quarterly reports to the Urbana Police Department documenting:

- Number of referrals made.
- Number of referrals received.
- Types of services provided.
- Number of individuals and families served.
- Staffing supported through sponsorship funding.
- Community outreach and engagement activities.
- Progress toward sponsorship objectives.
- Success stories, barriers, and recommendations.

Financial Reporting

Submit documentation supporting reimbursement requests including:

- Itemized expenditures.
- Payroll documentation (when applicable).
- Receipts and invoices.
- Proof of payment.
- Any additional documentation requested by UPD.

V. PERFORMANCE MEASURES

The Sponsored Entity shall, at a minimum:

- Submit 100% of required quarterly reports on time.
- Participate in 100% of required coordination meetings.
- Maintain documentation supporting all expenditures.
- Maintain documentation of agency participation in TACTIC-SI training.
- Demonstrate ongoing collaboration with the Urbana Police Department and Community Implementation Partners.
- Document referrals and service connections made through sponsorship-supported activities.

VI. ALLOWABLE ACTIVITIES

Sponsorship funds may be used for approved activities including:

- Personnel costs
- Fringe benefits
- Trauma-informed training
- Community outreach
- Youth engagement
- Victim advocacy
- Referral coordination
- Program supplies
- Educational materials
- Meeting expenses directly related to sponsorship implementation
- Data collection and reporting
- Administrative costs directly related to approved sponsorship activities

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VII. PROHIBITED ACTIVITIES

Sponsorship funds shall not be used for:

- Alcohol
- Entertainment expenses
- Political activities
- Lobbying
- Capital construction projects
- Debt payments
- Costs unrelated to approved sponsorship activities
- Any expenditure prohibited by the TACTIC-SI sponsorship award or applicable federal, state, or local regulations

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VIII. SUCCESS MEASURES

Successful completion of this Scope of Services shall be demonstrated through:

- Timely completion of all required reports.
- Compliance with sponsorship requirements.
- Completion of required training.
- Active participation in partnership meetings.
- Appropriate expenditure of sponsorship funds.
- Documentation demonstrating increased collaboration and service coordination.
- Evidence that sponsorship funding expanded access to services for individuals and families impacted by trauma and violence.

IX. AGREEMENT STANDARDS

The Sponsored Entity shall comply with:

- All requirements contained within the TACTIC-SI sponsorship award.

- All applicable federal, state, and local laws.
- Policies established by the Urbana Police Department for administration of TACTIC-SI funds.
- All reporting requirements established by the sponsorship administrators.

Failure to comply with these requirements may result in corrective action, suspension of reimbursement, termination of this Agreement, or repayment of sponsorship funds depending on the relevant facts and circumstances.

X. MONITORING, RECORD RETENTION, AND AUDIT REQUIREMENTS

The Urbana Police Department shall monitor the Sponsored Entity's performance throughout the term of this Agreement to ensure compliance with the objectives and requirements of the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

The Sponsored Entity agrees to cooperate with all reasonable monitoring activities, including requests for documentation, programmatic reviews, site visits, financial reviews, and evaluation of sponsorship-supported activities.

The Sponsored Entity shall maintain complete and accurate financial, programmatic, and administrative records related to this Agreement, including supporting documentation for all expenditures, staffing, referrals, training, and required deliverables. Such records shall be retained for a minimum of **five (5) years** following the expiration or termination of this Agreement, or for any longer period required by the sponsorship administrators or applicable law.

The Urbana Police Department, the University of Illinois Chicago, the Forest Park Police Department, and any authorized federal or state oversight agency shall have the right to inspect, review, and audit records relating to this Agreement upon reasonable notice during normal business hours.

XI. DEFAULT, SUSPENSION, AND TERMINATION

Failure of the Sponsored entity to comply with the terms of this Agreement shall constitute a default.

Events of default include, but are not limited to:

- Failure to expend sponsorship funds for approved purposes.

- Failure to submit required reports or supporting documentation.
- Failure to comply with sponsorship requirements or applicable laws.
- Material misrepresentation or falsification of information.
- Failure to complete required training or agreed-upon deliverables.
- Misuse or unauthorized expenditure of sponsorship funds.

Upon determination of a default, the Urbana Police Department may require corrective action, suspend reimbursement of sponsorship funds, temporarily suspend the Agreement, or terminate the Agreement upon written notice.

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Termination of this Agreement shall not relieve either party of obligations incurred prior to the effective date of termination.

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- Any additional documentation requested by the Urbana Police Department.

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- Successes, challenges, and recommendations.

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- Final performance report;

- Final expenditure report;
- Certification that all sponsorship funds were expended in accordance with this Agreement; and
- Any additional documentation requested by the Urbana Police Department.

Failure to submit required closeout documentation may delay or prevent final reimbursement.

XV. CERTIFICATION

By signing this Agreement, the Sponsored Entity certifies that:

- The information contained herein is true and accurate.
- The Sponsored Entity has the authority to enter into this Agreement.
- The Authorized Representative signing below has the legal authority to enter into this Agreement on behalf of the Sponsored Entity.
- The Sponsored Entity agrees to comply with all requirements contained within this Agreement.
- The Sponsored Entity agrees to expend sponsorship funds only for approved purposes.

The Sponsored Entity agrees to comply with all reporting, monitoring, reimbursement, and recordkeeping requirements established by the Urbana Police Department and the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

XVI. EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates indicated below.

URBANA POLICE DEPARTMENT

By: _____

Chief Larry Boone

Chief of Police

Urbana Police Department

Date: _____

Reviewed By:

Fiscal Services / Sponsorship Administrator

Urbana Police Department

Date: _____

SPONSORED ENTITY

Organization:

Authorized Representative:

Title:

Signature:

Date:

TOTAL ACCESS COLLABORATIVE FOR TRAUMA INFORMED CARE STATEWIDE INITIATIVE (TACTIC-SI)

URBANA POLICE DEPARTMENT

SPONSORSHIP AGREEMENT

Sponsored Entity

DREAAM – Driven to Reach Excellence and Academic Achievement for Males

Award Amount

$30,000.00

Sponsorship Period

October 2026 – October 2027

I. PURPOSE

The Urbana Police Department ("UPD") was awarded funding under the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**, a collaborative program funded through the **Illinois Criminal Justice Information Authority (ICJIA) Illinois Helping Everyone Access Linked Systems HEALS Program** and administered by the **University of Illinois Chicago (UIC)** in partnership with the **Forest Park Police Department**. The purpose of the TACTIC Statewide Initiative is to strengthen collaboration among law enforcement, schools, mental health providers, and community organizations to increase the workforce's ability to recognize, connect, and provide services to children, adolescents, and families impacted by trauma and violence through coordinated, trauma-informed practices.

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TACTIC Statewide Initiative and defines the terms governing the use of sponsorship funds awarded by the Urbana Police Department under this Agreement.

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- Strengthen collaboration between law enforcement and community service providers.
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- Promote trauma-informed practices throughout participating organizations.
- Increase community trust through collaborative engagement and resource connection.

III. REQUIRED SERVICES

The Sponsored Entity shall:

- Participate as an active Community Implementation Partner throughout the sponsorship period.
- Collaborate with the Urbana Police Department and other TACTIC-SI partners.
- Provide services consistent with the mission and objectives of the TACTIC-SI program.
- Participate in coordinated referral and resource navigation efforts.
- Assist in connecting individuals and families with appropriate community resources.
- Participate in sponsorship evaluation and data collection activities.

IV. REQUIRED DELIVERABLES

The Sponsored Entity shall complete the following minimum deliverables throughout the term of this Agreement:

Training

- Complete TACTIC-SI Trauma-Informed Response Training for agency staff participating in sponsorship activities.
- Participate in any additional sponsorship-required training provided by the sponsorship administrators or the Urbana Police Department.

Collaboration

- Participate in quarterly TACTIC-SI partnership meetings.
- Participate in multidisciplinary planning and coordination meetings as requested.

Data Collection

Provide quarterly reports to the Urbana Police Department documenting:

- Number of referrals made.
- Number of referrals received.
- Types of services provided.
- Number of individuals and families served.
- Staffing supported through sponsorship funding.
- Community outreach and engagement activities.
- Progress toward sponsorship objectives.
- Success stories, barriers, and recommendations.

Financial Reporting

Submit documentation supporting reimbursement requests including:

- Itemized expenditures.
- Payroll documentation (when applicable).
- Receipts and invoices.
- Proof of payment.
- Any additional documentation requested by UPD.

V. PERFORMANCE MEASURES

The Sponsored Entity shall, at a minimum:

- Submit 100% of required quarterly reports on time.
- Participate in 100% of required coordination meetings.
- Maintain documentation supporting all expenditures.
- Maintain documentation of agency participation in TACTIC-SI training.
- Demonstrate ongoing collaboration with the Urbana Police Department and Community Implementation Partners.
- Document referrals and service connections made through sponsorship-supported activities.

VI. ALLOWABLE ACTIVITIES

Sponsorship funds may be used for approved activities including:

- Personnel costs
- Fringe benefits
- Trauma-informed training
- Community outreach
- Youth engagement
- Victim advocacy
- Referral coordination
- Program supplies
- Educational materials
- Meeting expenses directly related to sponsorship implementation
- Data collection and reporting
- Administrative costs directly related to approved sponsorship activities

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VII. PROHIBITED ACTIVITIES

Sponsorship funds shall not be used for:

- Alcohol
- Entertainment expenses
- Political activities
- Lobbying
- Capital construction projects
- Debt payments
- Costs unrelated to approved sponsorship activities
- Any expenditure prohibited by the TACTIC-SI sponsorship award or applicable federal, state, or local regulations

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VIII. SUCCESS MEASURES

Successful completion of this Scope of Services shall be demonstrated through:

- Timely completion of all required reports.
- Compliance with sponsorship requirements.
- Completion of required training.
- Active participation in partnership meetings.
- Appropriate expenditure of sponsorship funds.
- Documentation demonstrating increased collaboration and service coordination.
- Evidence that sponsorship funding expanded access to services for individuals and families impacted by trauma and violence.

IX. AGREEMENT STANDARDS

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- All requirements contained within the TACTIC-SI sponsorship award.

- All applicable federal, state, and local laws.
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Failure to comply with these requirements may result in corrective action, suspension of reimbursement, termination of this Agreement, or repayment of sponsorship funds depending on the relevant facts and circumstances.

X. MONITORING, RECORD RETENTION, AND AUDIT REQUIREMENTS

The Urbana Police Department shall monitor the Sponsored Entity's performance throughout the term of this Agreement to ensure compliance with the objectives and requirements of the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

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The Urbana Police Department, the University of Illinois Chicago, the Forest Park Police Department, and any authorized federal or state oversight agency shall have the right to inspect, review, and audit records relating to this Agreement upon reasonable notice during normal business hours.

XI. DEFAULT, SUSPENSION, AND TERMINATION

Failure of the Sponsored entity to comply with the terms of this Agreement shall constitute a default.

Events of default include, but are not limited to:

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XIV. TIMELINE AND EXECUTION OF FUNDS

A. Agreement Term

This Agreement shall become effective upon execution by both parties ("Effective Date") and shall remain in effect through the expiration of the TACTIC-SI sponsorship period unless terminated earlier in accordance with this Agreement.

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The Sponsored Entity shall perform all sponsorship-supported activities during the approved TACTIC-SI sponsorship period. Sponsorship funds may only be expended for allowable costs incurred during the approved performance period unless otherwise authorized in writing by the Urbana Police Department and the sponsorship administrators.

No costs incurred after the expiration of the sponsorship period shall be reimbursable unless specifically authorized in writing by the Urbana Police Department and the sponsorship administrators.

C. Requests for Reimbursement

Requests for reimbursement shall be submitted to the Urbana Police Department on a quarterly basis unless otherwise approved by the Urbana Police Department.

Each reimbursement request shall include:

- Completed reimbursement request form;
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- Narrative summary of activities completed during the reporting period; and
- Any additional documentation requested by the Urbana Police Department.

The Urbana Police Department shall review each reimbursement request for completeness and compliance prior to authorizing payment. The reimbursement shall be paid within 45 days from the approval of the expenditures pending their completeness and compliance.

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- Number of individuals and families served;
- Staff supported by sponsorship funds;
- Community outreach activities;
- Progress toward required deliverables;
- Sponsorship expenditures;
- Successes, challenges, and recommendations.

E. Final Closeout

Within thirty (30) calendar days following expiration of this Agreement, the Sponsored entity shall submit:

- Final reimbursement request;
- Final performance report;

- Final expenditure report;
- Certification that all sponsorship funds were expended in accordance with this Agreement; and
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Failure to submit required closeout documentation may delay or prevent final reimbursement.

XV. CERTIFICATION

By signing this Agreement, the Sponsored Entity certifies that:

- The information contained herein is true and accurate.
- The Sponsored Entity has the authority to enter into this Agreement.
- The Authorized Representative signing below has the legal authority to enter into this Agreement on behalf of the Sponsored Entity.
- The Sponsored Entity agrees to comply with all requirements contained within this Agreement.
- The Sponsored Entity agrees to expend sponsorship funds only for approved purposes.

The Sponsored Entity agrees to comply with all reporting, monitoring, reimbursement, and recordkeeping requirements established by the Urbana Police Department and the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

XVI. EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates indicated below.

URBANA POLICE DEPARTMENT

By: _____

Chief Larry Boone

Chief of Police

Urbana Police Department

Date: _____

Reviewed By:

Fiscal Services / Sponsorship Administrator

Urbana Police Department

Date: _____

SPONSORED ENTITY

Organization:

Authorized Representative:

Title:

Signature:

Date:

TOTAL ACCESS COLLABORATIVE FOR TRAUMA INFORMED CARE STATEWIDE INITIATIVE (TACTIC-SI)

URBANA POLICE DEPARTMENT

SPONSORSHIP AGREEMENT

Sponsored Entity

Champaign County Children's Advocacy Center

Award Amount

$10,000.00

Sponsorship Period

October 2026 – October 2027

I. PURPOSE

The Urbana Police Department ("UPD") was awarded funding under the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**, a collaborative program funded through the **Illinois Criminal Justice Information Authority (ICJIA) Illinois Helping Everyone Access Linked Systems HEALS Program** and administered by the **University of Illinois Chicago (UIC)** in partnership with the **Forest Park Police Department**. The purpose of the TACTIC Statewide Initiative is to strengthen collaboration among law enforcement, schools, mental health providers, and community organizations to increase the workforce's ability to recognize, connect, and provide services to children, adolescents, and families impacted by trauma and violence through coordinated, trauma-informed practices.

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This Sponsorship Agreement establishes the responsibilities, activities, reporting requirements, performance expectations, and accountability measures for the Sponsored entity in support of the

TACTIC Statewide Initiative and defines the terms governing the use of sponsorship funds awarded by the Urbana Police Department under this Agreement.

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The Sponsored Entity shall support implementation of TACTIC-SI by assisting the Urbana Police Department in accomplishing the following objectives:

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Financial Reporting

Submit documentation supporting reimbursement requests including:

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The Sponsored Entity shall, at a minimum:

- Submit 100% of required quarterly reports on time.
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The Sponsored Entity shall maintain complete and accurate financial, programmatic, and administrative records related to this Agreement, including supporting documentation for all expenditures, staffing, referrals, training, and required deliverables. Such records shall be retained for a minimum of **five (5) years** following the expiration or termination of this Agreement, or for any longer period required by the sponsorship administrators or applicable law.

The Urbana Police Department, the University of Illinois Chicago, the Forest Park Police Department, and any authorized federal or state oversight agency shall have the right to inspect, review, and audit records relating to this Agreement upon reasonable notice during normal business hours.

XI. DEFAULT, SUSPENSION, AND TERMINATION

Failure of the Sponsored entity to comply with the terms of this Agreement shall constitute a default.

Events of default include, but are not limited to:

- Failure to expend sponsorship funds for approved purposes.

- Failure to submit required reports or supporting documentation.
- Failure to comply with sponsorship requirements or applicable laws.
- Material misrepresentation or falsification of information.
- Failure to complete required training or agreed-upon deliverables.
- Misuse or unauthorized expenditure of sponsorship funds.

Upon determination of a default, the Urbana Police Department may require corrective action, suspend reimbursement of sponsorship funds, temporarily suspend the Agreement, or terminate the Agreement upon written notice.

Upon termination, the Sponsored entity shall immediately cease charging expenditures to this Agreement and shall return any unexpended or improperly expended sponsorship funds as directed by the Urbana Police Department.

Termination of this Agreement shall not relieve either party of obligations incurred prior to the effective date of termination.

XIV. TIMELINE AND EXECUTION OF FUNDS

A. Agreement Term

This Agreement shall become effective upon execution by both parties ("Effective Date") and shall remain in effect through the expiration of the TACTIC-SI sponsorship period unless terminated earlier in accordance with this Agreement.

B. Sponsorship Performance Period

The Sponsored Entity shall perform all sponsorship-supported activities during the approved TACTIC-SI sponsorship period. Sponsorship funds may only be expended for allowable costs incurred during the approved performance period unless otherwise authorized in writing by the Urbana Police Department and the sponsorship administrators.

No costs incurred after the expiration of the sponsorship period shall be reimbursable unless specifically authorized in writing by the Urbana Police Department and the sponsorship administrators.

C. Requests for Reimbursement

Requests for reimbursement shall be submitted to the Urbana Police Department on a quarterly basis unless otherwise approved by the Urbana Police Department.

Each reimbursement request shall include:

- Completed reimbursement request form;
- Itemized list of expenditures;
- Copies of invoices and receipts;
- Payroll documentation, when applicable;
- Proof of payment;
- Narrative summary of activities completed during the reporting period; and
- Any additional documentation requested by the Urbana Police Department.

The Urbana Police Department shall review each reimbursement request for completeness and compliance prior to authorizing payment. The reimbursement shall be paid within 45 days from the approval of the expenditures pending their completeness and compliance.

D. Reporting Schedule

Quarterly performance reports shall be submitted to the Urbana Police Department no later than fifteen (15) calendar days following the end of each calendar quarter.

Each quarterly report shall include:

- Referrals made and received;
- Number of individuals and families served;
- Staffing supported by sponsorship funds;
- Community outreach activities;
- Progress toward required deliverables;
- Sponsorship expenditures;
- Successes, challenges, and recommendations.

E. Final Closeout

Within thirty (30) calendar days following expiration of this Agreement, the Sponsored entity shall submit:

- Final reimbursement request;
- Final performance report;

- Final expenditure report;
- Certification that all sponsorship funds were expended in accordance with this Agreement; and
- Any additional documentation requested by the Urbana Police Department.

Failure to submit required closeout documentation may delay or prevent final reimbursement.

XV. CERTIFICATION

By signing this Agreement, the Sponsored Entity certifies that:

- The information contained herein is true and accurate.
- The Sponsored Entity has the authority to enter into this Agreement.
- The Authorized Representative signing below has the legal authority to enter into this Agreement on behalf of the Sponsored Entity.
- The Sponsored Entity agrees to comply with all requirements contained within this Agreement.
- The Sponsored Entity agrees to expend sponsorship funds only for approved purposes.

The Sponsored Entity agrees to comply with all reporting, monitoring, reimbursement, and recordkeeping requirements established by the Urbana Police Department and the **Total Access Collaborative for Trauma-Informed Care – Statewide Initiative (TACTIC-SI)**.

XVI. EXECUTION OF AGREEMENT

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the dates indicated below.

URBANA POLICE DEPARTMENT

By: _____

Chief Larry Boone

Chief of Police

Urbana Police Department

Date: _____

Reviewed By:

Fiscal Services / Sponsorship Administrator

Urbana Police Department

Date: _____

SPONSORED ENTITY

Organization:

Authorized Representative:

Title:

Signature:

Date:

CITY OF URBANA

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: October 19, 2026, Committee of the Whole Meeting
Subject: Increasing the Number of Class A Liquor Licenses for The Cosmo Urbana LLC d/b/a The Cosmo Urbana, 300 South Broadway Avenue, Suite 142

Summary

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

Brief Background
The Cosmo Urbana LLC d/b/a The Cosmo Urbana has applied for a Class A (Retailer's on-premises) liquor license for their establishment located at 300 South Broadway Avenue, Suite 142.

Relationship to City Services and Priorities

Impact on Core Services N/A

Strategic Goals & Plans N/A

Previous Council Actions
In all instances, City staff first reviews the liquor license application. If it receives the Mayor's endorsement, it is then forwarded to the City Council for their final approval to grant the license.

Discussion

Additional Background Information
A Class A license permits the licensee to sell and serve all alcoholic liquor by the drink or in original package form for consumption on-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 A liquor license for The Cosmo Urbana LLC d/b/a The Cosmo Urbana, 300 South Broadway Avenue, Suite 142.

Next Steps
If the attached resolution is approved, the Deputy Local Liquor Commissioner will prepare and issue a Class A liquor license for The Cosmo Urbana LLC d/b/a The Cosmo Urbana, 300 South Broadway Avenue, Suite 142, with an expiration date of June 30, 2027.

Attachments
A Resolution Approving an Increase in the Number of Liquor License in the Class A Designation for The Cosmo Urbana d/b/a The Cosmo Urbana, 300 South Broadway Avenue, Suite 142, Urbana, Ill.

Originated by: Mindy Hewkin, Administrative Assistant
Reviewed: Kate Levy, Deputy Local Liquor Commissioner
Approved: Darius L. White, City Administrator

RESOLUTION NO. _____

A RESOLUTION APPROVING AN INCREASE IN THE NUMBER OF LIQUOR LICENSES IN THE CLASS A DESIGNATION FOR THE COSMSO URBANA LLC, 300 SOUTH BROADWAY AVENUE, SUITE 142, 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 A 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 A designation by one for The Cosmo Urbana LLC, 300 South Broadway Avenue, Suite 142, 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 A designation is hereby increased by one for The Cosmo Urbana LLC, 300 South Broadway Avenue, Suite 142, 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