



CITY OF URBANA CITY COUNCIL REGULAR MEETING

DATE: Monday, December 11, 2023
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
- C. Additions to the Agenda
- D. Presentation and Public Input
 - 1. Financial Forecast for FY 2025 - FY 2029
 - 2. Presentation: Human Rights Commission (Per Urbana City Code Section 12-22 (g))
- E. Council Input and Communications
- F. Reports of Standing Committees
- G. Committee of the Whole (*Council Member Chaundra Bishop, Ward 5*)
 - 1. Consent Agenda
 - a. **Ordinance No. 2023-12-045:** An Ordinance Regarding the Paid Leave for All Workers Act - HRF
 - b. **Resolution 2023-12-095R:** A Resolution Adopting Guidelines for Redistricting City Council Ward Map - Exec
 - 2. Regular Agenda
- H. Reports of Special Committees
- I. Reports of Officers
- J. New Business
 - 1. **Ordinance No. 2023-12-047:** An Ordinance Levying Taxes for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024 - HRF
 - 2. **Ordinance No. 2023-12-048:** An Ordinance Directing the Champaign County Clerk to Abate a Portion of the 2023 Tax Levy Related to General Obligation Bonds, Series 2014 - 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://urbanaininois.us/uptv>

3. **Ordinance No. 2023-12-049:** An Ordinance Directing the Champaign County Clerk to Abate the Tax Levy for the General Corporate Fund for the Tax Year Beginning July 1, 2023 and Ending June 30, 2024 - HRF

K. 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@urbanaininois.us. 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@urbanillinois.us



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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 11, 2023 City Council Meeting
Subject: Financial Forecast for FY2025 – FY2029

Summary

Action Requested

Review the attached Financial Forecast in preparation for the presentation on December 11, 2023.

Brief Background

The City's Financial Policies require that Finance Department staff prepare a five-year financial forecast for the City's General Operating Fund annually. The City's financial forecast serves as a fiscal management tool, providing insight to inform and guide decision-making throughout the annual budget process.

Relationship to City Services and Priorities

Impact on Core Services

This Forecast may inform decisions to expand City services.

Strategic Goals & Plans

Decisions made as a result of the information provided in this report may support a variety of services, including those related to Mayor and Council goals.

Previous Council Actions

The City Council previously approved [Financial Policies](#), including the requirement to prepare an annual financial forecast.

Discussion

Fiscal and Budget Impact

The Financial Forecast itself has no direct fiscal impact. However, the recommended strategies are designed to ensure continued financial sustainability.

Recommendation

Review the attached Financial Forecast in preparation for the presentation on December 11, 2023.

Next Steps

Staff will proceed with development of the annual budget and plans to present the proposed budget to City Council in late April 2024.

Attachments

1. Financial Forecast FY2025 – FY2029 Report

Originated by: Alyana Robinson, Financial Analyst

Reviewed: Elizabeth Hannan, HR & Finance Director / CFO

Approved: Carol Mitten, City Administrator



FINANCIAL FORECAST

FY2025 – FY2029



FINANCIAL FORECAST: FY2024-FY2028

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FINANCIAL FORECAST: FY2024-FY2028

Summary

FORECASTING, IN GENERAL

Preparing a financial forecast is challenging because of the large number of economic, demographic, and policy variables involved. Many factors are beyond our control, and cannot be known with certainty in advance. We make reasonable assumptions about these variables to produce a forecast. However, the only certainty is that the forecast will not be precisely accurate in predicting the future. It is, however, useful for examining trends, which allows us to strategize for both fiscal risks and opportunities.

The City's Financial Policies require that Finance Department staff prepare an updated forecast annually. The City's financial forecast serves as an integral part among various fiscal management tools, providing essential insights to inform and guide decision-making throughout the annual budget process.

GENERAL FUND FOCUS

The focus of this report is the City's General Operating Fund, which provides funding for most basic City services, such as police protection, fire suppression, and most public works services.

KEY DRIVERS OF FORECAST

Certain items merit special note because their impact on the forecast is so significant. The focus of last year's financial forecast was on the potential economic recession emerging in the latter half of 2023, primarily attributed to the persistent impact of high inflation. However, inflation has moderated and no recession has occurred. Major revenues in FY2023 performed better than anticipated and state and home-rule sales tax revenues ended 10% higher compared to FY2022. The local hotel/motel tax saw a remarkable 26% increase in FY2023. Similarly, the local food and beverage tax came in 13% higher. Overall, the City's revenues showed resilience despite inflationary pressures and concerns about a potential recession, serving as the basis upon which the current revenue projections and forecast have been formulated.

Given the Federal Reserve's measures to mitigate the impacts of inflation on the economy, the City's first-quarter financial results indicate a slightly optimistic outlook for this year's financial forecast, particularly in major revenue sources within the General Operating

FINANCIAL FORECAST: FY2024-FY2028

Fund. This year's financial forecast does not anticipate a recession in the near term. While the General Fund projections have improved over the prior year's forecast – primarily due to greater than anticipated revenue projections – the City should continue to maintain reserves consistent with current financial policies to allow flexibility in responding to emergencies or unexpected economic downturns.

CAUTIONS

- This forecast should be used to evaluate strategy and make course corrections. It is not intended to be accurate at a detailed level.
- Forecasting is prone to error, and those errors are amplified as we look further into the future, because the forecast for each year builds on prior years. Therefore, we should place less reliance on the later years in the forecast in making decisions about the budget.

SUMMARY OF LIKELY PATH

The City concluded FY2023 with a fund balance higher than initially estimated, primarily attributed to a combination of revenues surpassing initial projections and staffing vacancies. This level of fund balance provides the City with some flexibility. However, it is somewhat likely that recurring expenditures will exceed the policy goal of 98.5% of by the end of the five year period, as expenditures grow faster than revenues.

While the Federal Reserve takes cautious measures in mitigating inflationary pressures, concerns regarding the likelihood of a recession are diminishing. Staff believes that economic outlook leads toward a “soft landing” with long-term inflation rate moderating to below 3% by 2024.

RECOMMENDED STRATEGY

The City headed into FY2024 with a healthy fund balance and recurring expenditures well within the policy limit, which puts the City's General Fund in a better shape financially than at any time in recent years. This provides us with the opportunity to thoughtfully consider additional programs and services that require recurring funding. While the forecast shows the “buffer” between recurring revenues and expenditures decreasing over time, this is not an immediate concern since the forecast is less accurate further into the future.

FINANCIAL FORECAST: FY2024-FY2028

Methods & Key Assumptions

METHODS

It is not practical to develop detailed forecasts for every item in the budget. Forecasting for expenditures is accomplished by grouping expenditures into categories, which tend to be affected by common “drivers.” For example, personnel costs are broken into salaries and directly related expenses, pensions, and discretionary personnel expenses such as overtime. Discretionary personnel expenses can generally be controlled by management, at least to some extent. Some line items are forecast at a detailed level, either because they are very large or tend to be highly variable. All one-time expenditures are factored out when projecting recurring expenditures.

Staff develops projections for major revenue sources at a detailed level because of their significant impact on the budget. Particular attention is paid to sales, income, and property taxes. Other revenues, such as user fees, are aggregated. For example, most user fees, which are based on the City’s cost of providing services, are predicted to increase with wages, which are the most significant driver of our cost of providing services.

ASSUMPTIONS

Financial Policies

The forecast is based on the assumption that the budget will comply with the Financial Policies adopted by the City Council. Relevant policies are listed below –

- The City will maintain reserves in the General Fund of at least 25% of recurring expenditures; this allows flexibility in responding to emergencies or unexpected events.
- Recurring expenditures will not exceed 98.5% of recurring revenues; this allows the City to respond to modest revenue fluctuations without reducing expenditures.
- The City will maintain a stable property tax rate, which is currently \$1.3499 per \$100 of assessed valuation.
- Capital improvement transfers will increase based on the construction cost index.

FINANCIAL FORECAST: FY2024-FY2028

Needs not Addressed in Forecast

There are a number of identified needs that are not addressed in this forecast. These are discussed in more detail in the Recommendations section of the report.

- Public safety needs that will be identified in the BerryDunn report.
- Staffing needs in the Fire Department when the SAFER grant ends in February 2025.
- A determination about whether to continue several limited term positions when funding expires.
- Other funding needs related to new City Council goals.

Summary of Other Assumptions

The forecast is based upon assumptions about a variety of items. Some key assumptions are detailed in the following table. However, wages and some other assumptions are not detailed in the table due to potential impact on collective bargaining and negotiation for health insurance rates.

KEY ASSUMPTIONS			
	Likely Scenario	Best Case	Worst Case
Indicators			
Consumer Price Index (CPI-U)	2.75% for FY25, then 2.5% thereafter	2.5% for FY25, then 2.25% thereafter	3.75% for FY25, then 3.5% thereafter
Construction Cost Index (CCI)	2.74% CY24, then 3.5% thereafter	2.5% CY24, then 3.0% thereafter	3.0% CY25, then 3.75% thereafter
Population	<ul style="list-style-type: none"> • 2021 census 38,336 • Special census in 2024, population increase to 41,000 effective second half of FY2025 	Special census in 2024, population increase to 42,000 effective second half of FY2025	Special census in 2024, population increase to 39,000 effective second half of FY2025
Property Tax Rate	\$1.3499	Same	Same
Assessed Valuation Base	+2% annually	+3% annually	+1% annually

FINANCIAL FORECAST: FY2024-FY2028

	Likely Scenario	Best Case	Worst Case
Revenues			
State & Home-Rule Sales Tax	<ul style="list-style-type: none"> Revenue grows with inflation plus 0.5% economic growth 3.25% in FY25, then 3% thereafter 	<ul style="list-style-type: none"> Revenue grows with inflation plus 1.5% economic growth 4.0% in FY25, then 3.75% thereafter 	<ul style="list-style-type: none"> Revenue grows 1.5% less than inflation 2.25% in FY25, then 2% thereafter
Use Tax	<ul style="list-style-type: none"> Special census in 2024, population increase to 41,000 effective second half of FY2025 Revenue grows with inflation plus 0.5% economic growth 	<ul style="list-style-type: none"> Special census in 2024, population increase to 42,000 effective second half of FY2025 Revenue grows 1.0% above likely 	<ul style="list-style-type: none"> Special census in 2024, population increase to 39,000 effective second half of FY2025 Revenue grows 1.0% less than likely
Income Tax	<ul style="list-style-type: none"> Special census in 2024, population increase to 41,000 effective second half of FY2025 1.5% annual growth beginning FY2025 	<ul style="list-style-type: none"> Special census in 2024, population increase to 42,000 effective second half of FY2025 2.5% annual growth beginning FY2025 	<ul style="list-style-type: none"> Special census in 2024, population increase to 39,000 effective second half of FY2025 0.5% annual growth beginning FY2025
Police/Fire Pensions – Property Tax Revenue	Done with transition, increase with predicted wage increases	Same	Same

FINANCIAL FORECAST: FY2024-FY2028

	Likely Scenario	Best Case	Worst Case
EXPENDITURES			
IMRF Rate	7.44% for CY24 and 7.5% thereafter	7.44% for CY24 and 7.0% thereafter	7.44% for CY24 and 8.5% thereafter
Police/Fire Pensions – Expense / Contributions	Done with transition, increase with predicted wage increases	Same	Same
Supplies & Services	Inflation	Inflation	Inflation
Capital Improvement Transfers	<ul style="list-style-type: none"> • Increase by CCI • \$1.5million FY25-28 (1x undesignated fund for CIP projects) • \$800K one-time transfer to CIP for EQoL project in FY25 	<ul style="list-style-type: none"> • Increase by CCI • Same 	<ul style="list-style-type: none"> • Increase by CCI • Same
VERF Transfers	+2% annually	+1.5% annually	+2.5% annually
Retained Risk	\$100K increase in recurring transfers in FY25 then 3% increase annually thereafter	Same	Same
Underspending	2% below budget each year of forecast	Same	Same

FINANCIAL FORECAST: FY2024-FY2028

Forecast

INDICATORS OF FISCAL HEALTH

We use two primary indicators of fiscal health in this forecast.

Recurring Expenditures as a Percent of Recurring Revenues

This measure indicates the ability to sustain expenditures for programs and services over the long-term and ensures that the City does not make long-term commitments for which funding may not be available in the future. The City's policy of budgeting recurring expenditures at not more than 98.5% of recurring revenue provides a cushion against modest fluctuations in recurring revenue so that expenditures will not exceed revenues.

Fund Balance as a Percent of Recurring Expenditures

This measure indicates the City's ability to withstand economic downturns, to finance cash flow given variability of revenue streams throughout the year, to provide a stable tax rate, to respond to natural disasters, and to provide for unanticipated needs or unexpected opportunities. The City's current policy of maintaining a fund balance of at least 25% of recurring expenditures provides a reasonable buffer.

RISK ASSESSMENT

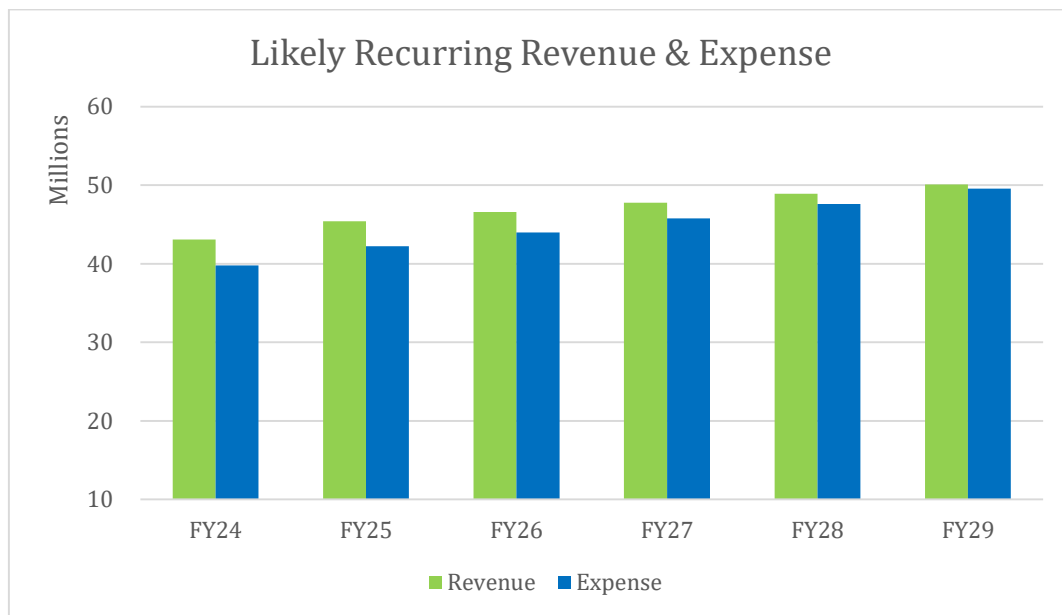
While the Likely scenario is based on assumptions that staff feels are most probable, there is always downside risk in the forecast. That is certainly less at this point than it has been in recent years.

The State's fiscal condition is still a concern. Income tax diversion to the State's coffers is always a possibility, absent a legislated continuing appropriation. The threat of property tax caps or significant increases in exemptions also remains.

FINANCIAL FORECAST: FY2024-FY2028

REVENUES & EXPENDITURES

Recurring revenues and expenditures for the Likely scenario are depicted in the chart below. Recurring revenues exceed recurring expenditures throughout the five year period. This indicates that the City is able to support new, recurring expenditures. The gap is closing further out in the forecast, but beyond a few years, there is far less certainty that will occur.

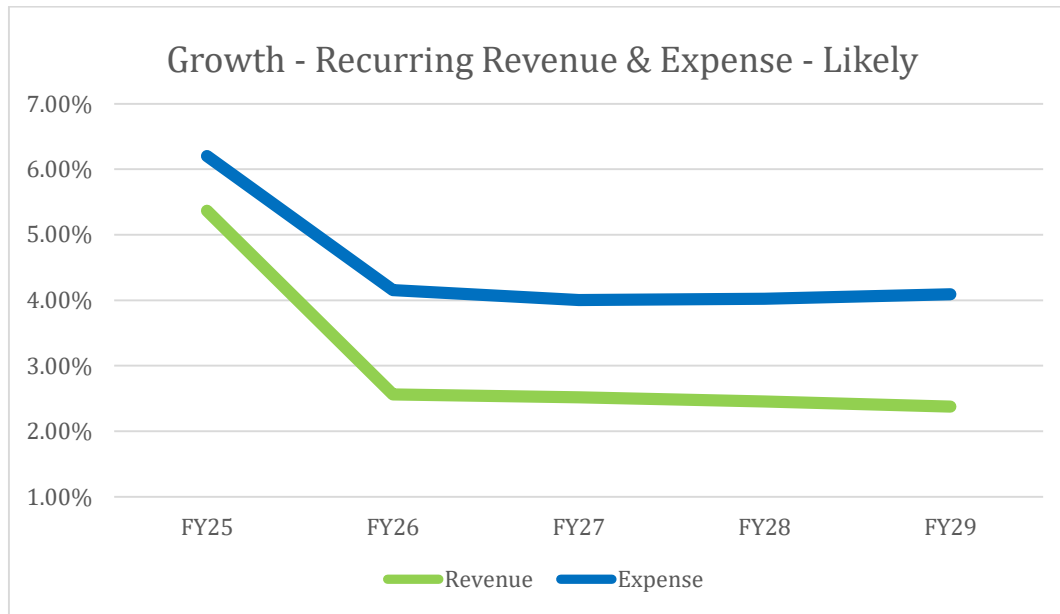


As shown below, the rate of growth in recurring expenditures outpaces the rate of growth in recurring revenues throughout the forecast period. If this trend continues over the long term, corrective action may be needed. However, it is too early to make that judgment due to the increased uncertainty about the forecast beyond the next few years. Closing the gap between growth in recurring revenue and expenses would contribute to our ability to maintain service levels.

If revenue growth were to keep pace with growth in expenditures, staff believes the City could support as much as \$2.5 million in new expenditures in FY2025 without new revenues. However, with the current gap in growth rates, the ability to support those expenditures would diminish, resulting in a need for new revenues in the future. Given the increased uncertainty further out in the forecast, it may be more prudent to focus on a

FINANCIAL FORECAST: FY2024-FY2028

figure of about \$1.3 million, based on projections for FY2027, which is three years into the forecast period.



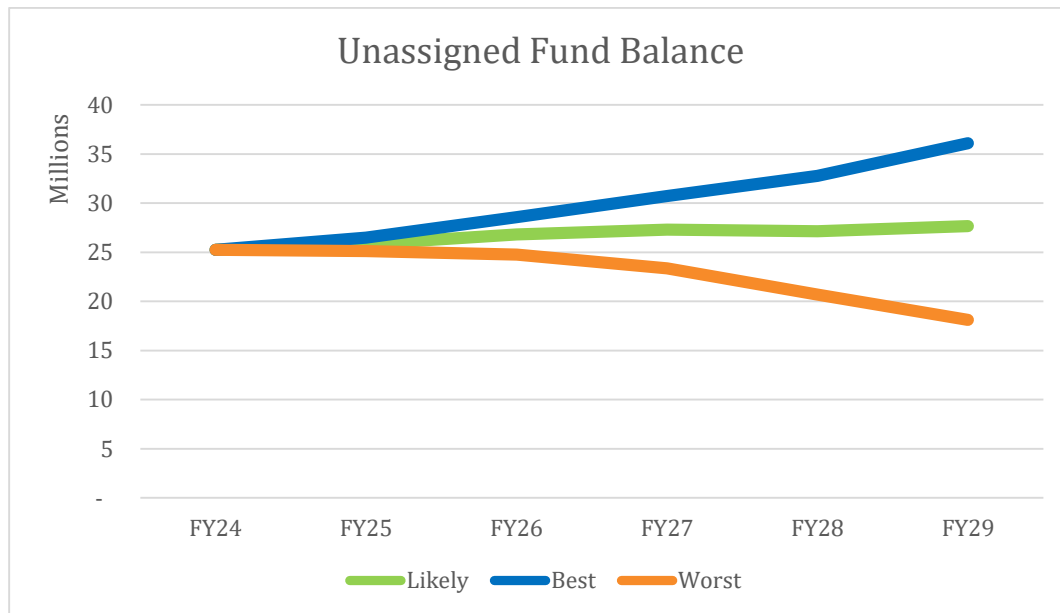
During this period, consumer behavior reflects a return to a spending pattern where consumers spend more on services than durable goods. This shift impacts one of the key revenue sources within the General Operating Fund: sales and use tax. As a result, we anticipate a slower growth rate of approximately 0.5% above the inflation rate in these revenue streams. This trend underscores the challenge posed by such revenue sources, which are very responsive to consumer preferences and affect the growth of a significant portion of revenue in the General Fund.

Increased development activity is the key to closing this gap over the long term.

FINANCIAL FORECAST: FY2024-FY2028

FUND BALANCE

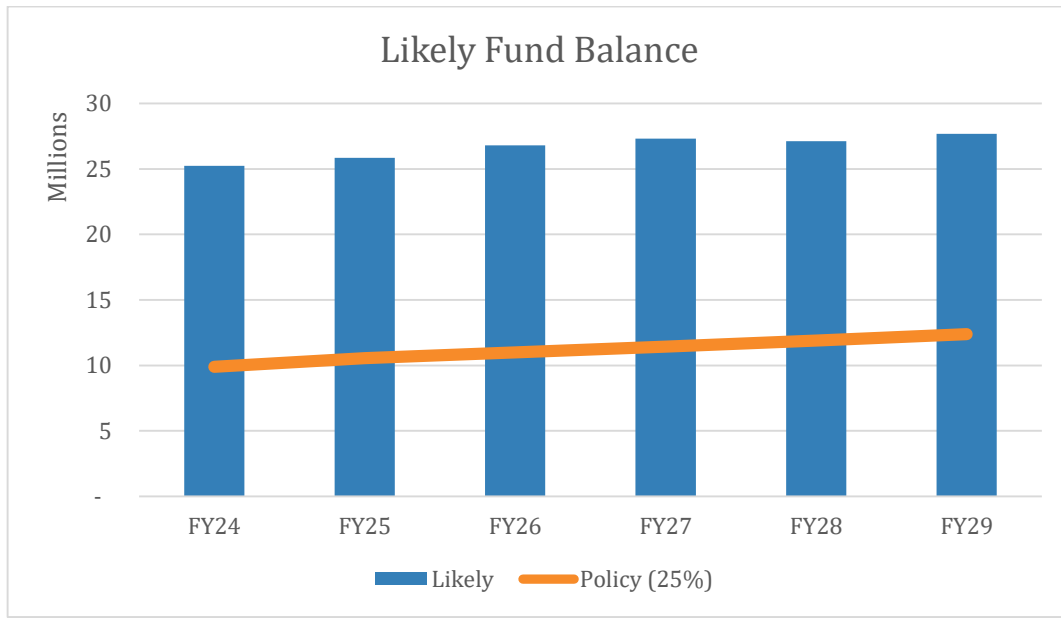
This chart shows that unassigned fund balance will remain relatively stable throughout the forecast period in the Likely scenario. In the Best Case scenario, fund balance will modestly increase over time. In the Worst Case scenario, the fund balance decreases over time.



In the Likely scenario, the City would expect to be above the current policy goal, without significant adjustments to the budget for a few years; this provides some flexibility.

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In the Likely scenario, the fund balance is expected to exceed the 25% fund balance goal throughout the forecast period. This provides a buffer against an unexpected event such as a natural disaster or another economic downturn.



Even in the Likely scenario, the General Fund will be able to support additional one-time expenditures, such as capital improvements. In that scenario, excess cash balances of about \$15 million may be allocated to one-time expenditures during the five-year period. This is in addition to one-time transfers already identified in the Capital Improvement Plan approved by the City Council last June, because those have already been incorporated into the forecast.

FINANCIAL FORECAST: FY2024-FY2028

Recommended Strategy

A clear plan is important to provide a foundation for decision-making. Every significant decision that involves financial resources should be considered in the context of this plan. The following strategies are recommended to position the City to prepare for the Likely scenario. However, we must be prepared for the entire range of outcomes.

The following actions are recommended –

1. **Carefully Consider and Prioritize New Expenditures.** While it will be possible to consider new, recurring expenditures, these will need to be prioritized. Given the significant needs identified in this report, it is likely that revenue increases will be required. The City Council will be required to weigh the need for new or expanded services against the burden of imposing additional taxes and fees, with consideration for fairness and equity.

Identified needs include the following:

- Responding to needs in the Police Department identified by the BerryDunn Public Safety Study. Staff estimates that as much as an additional \$2 million in recurring expenditures, plus related one-time expenditures, may be needed to address these needs. However, the specifics will be informed by the Study.
- Continuing a higher level of service in the Fire Department by retaining some or all of the six firefighters added through the SAFER grant. Additional staffing has resulted in reduced overtime, which was one of the expected outcomes. Staff will evaluate this program in preparation for the FY2025 budget. The grant ends in February 2025, and this will need to be addressed in some manner in the FY2025 budget. Continuing all six of the additional positions would result in an additional, recurring cost of approximately \$540,000.
- Other potential expenditures related to new City Council Goals.
- Other Public Safety Study recommendations related to the Fire Department.
- Adjustments to the Vehicle & Equipment Replacement Fund (VERF) needed to offset considerable cost increases that have occurred over the past few years, and to support replacement of equipment that was not previously scheduled

FINANCIAL FORECAST: FY2024-FY2028

for replacement. This will be evaluated and the amount remains to be determined.

- Possibly funding selected limited term positions on an extended or ongoing basis. Currently, these include the following:
 - Management Analyst (ends in 2026) - \$124,000
 - Digital Forensics Specialist (ARPA funded – ends in 2026) - \$116,000
 - Intelligence Analyst (ARPA funded – ends in 2026) - \$99,000
 - Integrated Strategy Development Advisor (ends 6/30/24) - \$205,000
 - Planner (ends 6/30/24) - \$71,000

2. **Plan for Revenue Increases.** Staff will continue to refine estimates for potential new General Fund revenue sources, with the understanding that revenue increases will likely be necessary to support new expenditures at some point. Multiple options may be considered, depending upon the City Council's desire to fund new expenditures. Options include, but are not limited to, the following:

- An amusement tax on streaming services, also referred to as a "Cloud Tax."
- User fees for fire services, such as lift assistance.
- An increase in the package liquor tax.
- A cigarette tax.
- A tax on self-storage rentals.

In addition, identified needs outside of the General Fund include funding for sanitary sewer and transportation improvements. Some of these may need to be implemented in the near future to provide funding needed to maintain critical infrastructure. These include the following:

- An increase in the sewer use tax rate.
- An increase in the local motor fuel tax rate.
- A "wheel tax," which is an annual fee for vehicles registered in the City of Urbana.

FINANCIAL FORECAST: FY2024-FY2028

3. **Continue to Make Economic Development a Priority.** This is the best way to support long-term growth of the tax base, which will provide more stable revenues. In particular, an emphasis on adding housing units in the Downtown area could drive economic growth in a variety of ways.

Staff evaluated the revenue impact of adding housing units in Urbana as a way to boost population and economic growth. With the assumption of setting 1,000 units as a realistic target with 50% occupied by new residents, this would increase the population by 3%. Based on this estimated population growth, the estimated increase in tax revenues in the General Fund would be about \$548,000 annually, this includes income tax, use tax, and sales tax.

Below is a breakdown of potential revenue increases in the General Fund that are affected by population. Revenues in some other funds, such as Motor Fuel Tax, would also be affected. While this, by itself, would not be enough to bridge the gap, it would have a significant impact.

Income tax (estimated @ \$151 per capita)	\$158,000
Use tax (estimated @ \$39 per capita)	\$41,000
State sales tax (estimated @ \$181 per capita)	\$190,000
Home-Rule sales tax (estimated @ \$152 per capita)	\$159,000
Total	\$548,000



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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 4, 2023 Committee of the Whole
Subject: Ordinance Regarding the Illinois Paid Leave for All Workers Act

Summary

Action Requested

Staff recommends the City Council pass an ordinance using its Home Rule authority to exempt the City from the requirements of Paid Leave for All Workers Act (PLFAWA) as is allowed under the Act.

Brief Background

In March 2023, the Illinois Legislature passed, and Governor Pritzker signed into law, the Illinois [Paid Leave for All Workers Act](#) (“the Act” or “PLFAWA”) 820 ILCS 192 et. seq. The Act takes effect on January 1, 2024.

Relationship to City Services and Priorities

Impact on Core Services

The Act requires employers to provide to their employees one hour of paid leave for every 40 hours worked, up to 40 hours of paid leave during a twelve-month period. This leave would not be categorized or managed as sick or vacation leave. The City already provides paid leave (i.e., sick and vacation leave) for its employees in an amount far in excess of that contemplated in the Act. Requiring the City to create and grant a new category of paid leave to all of its employees is not necessary to satisfy the articulated intent of the Act, and would have a significant operational and financial impact. Should the City elect not to exempt itself from the Act, in order for the City to cover lost work time for any additional one-week of leave given to each full-time employee under the Act, it is likely that overtime costs for the City will increase significantly. For example, the minimum mandatory staffing requirements of both the Fire and Police Departments and the response of Public Works employees to weather or emergency maintenance events mean that those positions have to be staffed, and in the absence of adding staff positions, current employees would need to work beyond 40 hours a week. Additionally, even in those departments that are not responsible for after-hours or emergency response, accommodating the additional hours of leave time could result in overtime, and would likely create scheduling difficulties and impact work flow. Moreover, the leave contemplated in the Act contains minimal, if any, notice requirements.

Essentially, it can be taken at any time, for any reason. At present, getting same day coverage for a shift can be difficult, at best. Historically, if a situation arises that does not meet the requirements for use of sick leave but is urgent in nature, the City's supervisors have allowed employees to use other benefit time (e.g., vacation) to take time-off. However, the language of the Act establishes a right to take time off with no notice for non-illness related, or non-urgent or foreseeable events.

Strategic Goals & Plans

Approving this Ordinance would minimize the impact on availability of staff to perform work that is critical to accomplishing organizational goals.

Previous Council Actions.

None.

Discussion

Additional Background Information

The intent of the Illinois legislature in enacting PLFAWA is stated in within the Act itself, specifically:

- To establish a minimum paid leave standard for all workers in Illinois
- To provide employment and economic security for employees who need to use paid time off for any reason
- To safeguard the welfare, health, safety, and prosperity of the people of Illinois
- To ensure employees who are not provided a written policy of notification requirements for use of leave are not penalized for failing to meet those requirements

In the event an employer already offers its employees any form of paid leave (including sick leave, vacation leave, or other forms of paid leave), the Act provides a mechanism by which that employer may be exempted from the specific requirements of the Act. The Act allows those employers to be exempted from the Act via a municipal or county ordinance that is in effect on or before the effect date of the Act (January 1, 2024) 820 ILCS 192/15(p). As previously stated, the City already provides for paid leave for its full-time employees in an amount well in excess of that contemplated under the Act. This leave is comprised both of sick leave (a minimum of 69 hours in the first year and at least 96 hours per subsequent year) and vacation leave (a minimum of 80 hours per year). The City's half-time employees receive a minimum of 48 hours of paid vacation leave a year and 32 hours of paid sick leave a year. Notification requirements for use of sick leave are already established in either in each collective bargaining agreement, or in City and/or Departmental policies. In short, at the completion of their first year of employment, full-time employees will have accrued a combined minimum of 149 hours of paid sick and vacation leave.

Full-time employees are also granted a minimum of two work days of paid funeral and/or bereavement leave. Additionally, pursuant to their collective bargaining agreements, firefighters and police officers are granted 24 additional paid hours off (via “Kelly Days” and “personal days”, respectively). Moreover, the City provides for its AFSCME, non-union employees, and off-duty police officers and firefighters at least nine paid holidays each year (firefighters, police officers, and police service representatives required to work those days to meet minimum mandatory staffing requirements receive additional compensation for working those days). Half-time employees receive four hours of paid time off for each holiday.

As Council is aware, the Illinois Constitution provides that, unless preempted or otherwise restricted from doing so, a home rule unit of government “may exercise any power and perform any function pertaining to its government and affairs” and that the “[p]owers and function of home rule units shall be construed liberally” Ill. Const.1970, art. VII, §6. There is no preemption provision contained in the Act. Additionally, Section 15(p) specifically contemplates a scenario where an employer already provides paid leave to its employees. That section specifies that if the employer is covered by a local ordinance enacted prior to January 1, 2024, it shall not be subject to the Act. If the proposed ordinance is enacted, the City will clearly be exempted from the Act as long as it provides any form or amount of paid leave. That being said, the City will still be required to honor the terms and conditions of its collective bargaining agreements and cannot unilaterally change them. If the City wished to reduce the amount of paid leave afforded under the collective bargaining agreements, that could only be done through the bargaining process. Moreover, the City currently provides, and has consistently and historically provided, to its non-bargaining unit employees paid leave in an amount relatively comparable to that of its union employees. However, as an assurance that the City is committed to always meeting the goal of the Legislature, the language of the proposed ordinance requires that the City provide to its employees at least one hour of paid leave for every 40 hours worked, to a yearly maximum of 40 hours.

While a very small number of employees who work a seasonal schedule or regularly work less than half-time are not currently leave eligible, staff will put into place a system to grant the minimum of one hour of paid leave per 40 hours worked on or before January 1, 2024.

Community Impact

If this City Council does not approve this Ordinance, the City would be required to provide thousands of hours of additional paid leave to City employees, which would impact our ability to provide services to the community.

Recommendation

Staff recommends the City Council pass an ordinance using its Home Rule authority to exempt the City from the requirements of Paid Leave for All Workers Act (PLFAWA) as is allowed under the Act.

Next Steps

Staff will implement a paid leave policy consistent with the Act for seasonal employees, and employees working less than half-time.

Attachments

1. Ordinance Regarding the Illinois Paid Leave for All Workers Act

Originated by: Michelle Brooks, Labor and Employee Relations Manager

Reviewed: Elizabeth Hannan, Human Resources Director
Femi Fletcher, Human Resources Manager

Approved: Carol Mitten, City Administrator

ORDINANCE NO. _____**AN ORDINANCE REGARDING THE ILLINOIS
PAID LEAVE FOR ALL WORKERS ACT**

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 (“City”) is a home rule unit of government pursuant to Article VII, Section 6(a) of the Illinois Constitution and, pursuant to the provisions of said Section 6 of Article VII, may exercise any power or perform any function pertaining to its government and affairs; and

WHEREAS, on or about March 12, 2023, Governor JB Pritzker signed into law the Paid Leave for All Workers Act (820 ILCS 192/1 et seq.) (the “Act”); and

WHEREAS, the State of Illinois did not make the necessary appropriations or include statutory language exempting the Act from the Illinois State Mandates Act (30 ILCS 805/1 et seq.); and

WHEREAS, the Act does not include any express limitation on the City’s home rule authority as required by Article VII, Section 6 of the Illinois Constitution; and

WHEREAS, effective January 1, 2024, the Act requires an employer to provide one hour of paid leave for every 40 hours worked to their employees, unless the employer is subject to an existing municipal or county ordinance that requires the employer to provide any form of paid leave to their employees; and

WHEREAS, the City recognizes the importance of paid leave and currently provides generous paid leave benefits to its employees well in excess of the amount contemplated in the Act; and

WHEREAS, the City has determined that applying the Act to its own employees, establishing a new classification of paid leave, and requiring the City to provide for any additional hours of paid leave as

contemplated under the Act will negatively impact the City and place an undue operational and financial burden on the City's ability to provide uninterrupted services to its residents; and

WHEREAS, the City believes and hereby declares that it is in the best interests of the City to clearly define the paid leave benefits that City employees shall receive and to opt out of the Act.

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

Section 1. The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2. The City hereby adopts its current paid leave policies for all City employees as set forth in any Ordinance, collective bargaining agreement, or City policies to which the City is a party, and all other binding legislative actions governing paid leave adopted by the City Council as the same may be amended from time to time. Further, prior to December 31, 2023, the City will begin providing to its less than 50% time employees a minimum of one hour paid leave for every 40 hours worked. However, in no event shall the City, as an employer, provide to its employees less than currently contemplated under the Act.

Section 3. Pursuant to the City's home rule authority, the City hereby declares that the City, as an employer, is exempt from the requirements of the Paid Leave for All Workers Act (820 ILCS 192/1 et seq.). The City, as an employer, shall have no additional obligations with regard to mandatory paid leave, including, without limitation, any obligations provided under the Act, except those obligations required by federal and/or state law that validly preempt the City's home rule authority.

Section 4. Repeal of Conflicting Provisions. 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. Severability. If any provision of this Ordinance or application thereof to any person or circumstance 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.

PASSED BY THE CITY COUNCIL this _____ day of December, 2023.

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this this _____ day of December, 2023.

Diane Wolfe Marlin, Mayor



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

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

Meeting: December 4, 2023 Committee of the Whole
Subject: A Resolution Adopting Guidelines for Redistricting City Council Ward Map

Summary

Action Requested

City Council is being asked to establish guidelines for the process of redistricting the City Council Ward Map.

Brief Background / Statement of the Issue

The official population of the City of Urbana decreased approximately seven percent as a result of Census 2020, from 41,250 people in 2010 to 38,336 in 2020. City Council Ward boundaries now must be adjusted to reflect the Census 2020 count and to rebalance the population among the seven City Council wards. This redistricting must be completed before the November 2024 petition filing deadline for the April 2025 municipal election.

The goal is to have a new ward map drawn and approved by the Urbana City Council by May 2024. The proposed guidelines invite members of the public to participate in the redistricting process by creating proposed ward maps utilizing a mapping tool called “Dave’s Redistricting.” The current ward map has been published as a base map for use as a starting point for creating new maps. It is available at: <https://davesredistricting.org/join/f8191e7b-573e-4d73-9024-cf5149f2ff60>.

Relationship to City Services and Priorities

Impact on Core Services

Establishing a City Council Ward Map is an essential governmental function and is necessary in order to conduct municipal elections.

Strategic Goals & Plans

N/A

Previous Council Actions

N/A

Discussion

Additional Background Information

There are eleven proposed guidelines.

1. Each of the seven proposed wards should contain the residence of the incumbent City Council member.
2. Any proposed map should be based on Census 2020 data certified as official by the Illinois Secretary of State.
3. All wards should be reasonably compact and contiguous; some wards will be geographically larger than others due to differences in types of housing, population density, land use and annexation patterns.
4. Wards should be substantially equal in population (ideally, 5477 based upon Census 2020) with maximum deviation of 10% between the lowest and highest population wards.
5. Whenever possible, census blocks should be utilized as the building blocks of redistricting.
6. Proposed maps should avoid fragmenting or packing racial minority communities.
7. Proposed maps should not dilute the voting strength of racial minority populations.
8. Proposed maps may take into consideration respecting traditional neighborhoods and existing subdivisions, taking into consideration the maximum deviation allowed.
9. Precinct, demographic, population and other data will be provided in the software platform to inform redistricting.
10. Precincts should not be divided between two or more wards unless necessary to equalize populations between wards
11. City Council is not limited to selecting any of the proposed maps submitted by the public for final adoption.

Policy or Statutory Impacts

The drawing of district maps must comply with all federal, state, and case law. A map created with the proposed guidelines would follow applicable law.

Community Impact

The proposed process includes an open submittal period where members of the public will be able to submit maps. Any map considered for final adoption will be made available for public comment.

Recommendation

City Council is being asked to adopt the redistricting guidelines.

Next Steps

The proposed timeline of the process is:

January 31 st , 2024:	Open Submission Deadline
February:	Legal review of submitted maps for compliance with guidelines
March:	Council review of eligible submitted maps
April:	Council selection of proposed final ward map and public comment period
May:	Council approval of final ward map

Attachments

1. Resolution Adopting Redistricting Guidelines
2. Redistricting for City Council Ward Map web post/flyer

Originated by: Mayor Diane Wolfe Marlin

Reviewed: David Wesner, City Attorney

Approved: Carol J. Mitten, City Administrator

RESOLUTION NO. _____

RESOLUTION ADOPTING REDISTRICTING GUIDELINES

WHEREAS, The City of Urbana (hereinafter “Urbana”) is an Illinois municipal corporation and a 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, Urbana’s population count from Census 2020 necessitates redistricting to comply with applicable law; and

WHEREAS, A revised City Council Ward Map must be adopted before the November 2024 petition filing deadline for the April 2025 municipal election.

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

Section 1. The following guidelines reflect best practices for redistricting and will be used for the redistricting process:

1. Each of the seven proposed wards should contain the residence of the incumbent City Council member.
2. Any proposed map should be based on Census 2020 data certified as official by the Illinois Secretary of State.
3. All wards should be reasonably compact and contiguous; some wards will be geographically larger than others due to differences in types of housing, population density, land use and annexation patterns.
4. Wards should be substantially equal in population (ideally, 5477 based upon Census 2020) with maximum deviation of 10% between the lowest and highest population wards.
5. Whenever possible, census blocks should be utilized as the building blocks of redistricting.
6. Proposed maps should avoid fragmenting or packing racial minority communities.
7. Proposed maps should not dilute the voting strength of racial minority populations.
8. Proposed maps may take into consideration respecting traditional neighborhoods and existing subdivisions, taking into consideration the maximum deviation allowed.
9. Precinct, demographic, population and other data will be provided in the software platform to inform redistricting.
10. Precincts should not be divided between two or more wards unless necessary to equalize populations between wards
11. City Council is not limited to selecting any of the proposed maps submitted by the public for final adoption.

Section 2. The City or Urbana will undertake a transparent and participatory redistricting process that will include an open submission period where members of the public, including City Council members and the Mayor, can submit maps for consideration and a public review period of the proposed final map.

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

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefer, City Clerk

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

Diane Wolfe Marlin, Mayor

REDISTRICTING FOR CITY COUNCIL WARDS

The official population of the City of Urbana decreased approximately seven percent as a result of Census 2020, from 41,250 people in 2010 to 38,336 in 2020. City Council Ward boundaries now must be adjusted to reflect the Census 2020 count and to rebalance the population among the seven City Council Wards. This redistricting must be completed before the November 2024 petition filing deadline for the April 2025 municipal election.

The goal is to have a new ward map drawn and approved by the Urbana City Council by May 2024. The City of Urbana invites members of the public to participate in the redistricting process by creating proposed ward maps utilizing a mapping tool called “Dave’s Redistricting.” The current ward map has been published as a base map for use as a starting point for creating new maps at <https://davesredistricting.org/join/f8191e7b-573e-4d73-9024-cf5149f2ff60>.

GUIDELINES FOR REDISTRICTING

The following guidelines reflect best practices for redistricting. They were approved by the Urbana City Council on _____. (Resolution_____)

1. Each of the seven proposed wards should contain the residence of the incumbent City Council member.
2. Any proposed map should be based on Census 2020 data certified as official by the Illinois Secretary of State.
3. All wards should be reasonably compact and contiguous; some wards will be geographically larger than others due to differences in types of housing, population density, land use and annexation patterns.
4. Wards should be substantially equal in population (ideally, 5477 based upon Census 2020) with maximum deviation of 10% between the lowest and highest population wards.
5. Whenever possible, census blocks should be utilized as the building blocks of redistricting.
6. Proposed maps should avoid fragmenting or packing racial minority communities.
7. Proposed maps should not dilute the voting strength of racial minority populations.
8. Proposed maps may take into consideration respecting traditional neighborhoods and existing subdivisions, taking into consideration the maximum deviation allowed.
9. Precinct, demographic, population and other data will be provided in the software platform to inform redistricting.
10. Precincts should not be divided between two or more wards unless necessary to equalize populations between wards
11. City Council is not limited to selecting any of the proposed maps submitted by the public for final adoption.

CURRENT WARD POPULATION & DEVIATION FROM IDEAL (Census 2020)

NOTE: Deviation from ideal between lowest and highest ward populations currently is 28.41%. This is greater than 10% threshold tolerated by the courts.

Ward	Population	Deviation from Ideal
1	5,176	-5.49%
2	4,150	-24.22%
3	5,669	3.51%
4	6,160	12.48%
5	5,073	-7.37%
6	6,122	11.79%
7	5,986	9.3%

Submission Process

Members of the public may email proposed ward maps to: Wardmaps@urbanillinois.us.

Maps that comply with guidelines for redistricting will be considered by the City Council.

Deadline for submission: January 31st, 2024.

Anticipated Timeline

January 31 st , 2024:	Open submission deadline
February:	Legal review of submitted maps for compliance with guidelines
March:	Council review of eligible submitted maps
April:	Council selection of proposed final ward map and public comment period
May:	Council approval of final ward map.



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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: December 11, 2023, City Council Regular Meeting
Subject: 2023 Property Tax Levy

Summary

Action Requested

Staff recommends that City Council approve Ordinances setting and abating the property tax levy for 2023 as presented.

Brief Background

The first Ordinance would approve the 2023 property tax levy. The Ordinances abating the levy would direct the County Clerk to adjust the corporate levy to achieve a total tax rate of \$1.3499 and tell them not to issue debt for the final payment on the 2014 bonds, which will be paid from other sources.

Relationship to City Services and Priorities

Impact on Core Services

The City levies taxes for “corporate purposes” (the General Operating Fund), the Library, and Police and Fire pensions. The levies for specific purposes are approved by the City Council when the final tax levy Ordinance is approved.

Strategic Goals & Plans

Property tax revenues may be used to support a variety of City services, including those related to Mayor and City Council goals.

Previous Council Actions

The City Council approved updated Financial Policies related to tax levies for police and fire pensions on June 18, 2018 ([2018-06-023R](#)).

On November 13, 2023, the City Council approved Resolution No. 2023-11-088R, A Resolution Estimating the Tax Levy.

Based upon the amount of the estimated tax levy, the City Council held a public hearing on December 4, 2023.

Discussion

Additional Background Information

Levies for Police and Fire Pension Funds are based on the funding plan approved by the City Council in the City's Financial Policies. The benefits are dictated by State statute, and the current funding policy reflects a balanced approach to covering the City's long-term pension obligations while avoiding higher costs that could arise from failing to address unfunded liabilities and affecting the City's ability to provide services in the long-term. Pursuant to State law, 8.12% of the total funding requirement will be met by using personal property replacement tax (PPRT) revenues. The total funding requirements and portions from PPRT are detailed below.

	Police Pension Fund	Fire Pension Fund
Funding requirement per policy	\$2,783,635	\$1,439,341
PPRT portion (8.12%)	(\$226,031)	(\$116,874)
Levy amount for 2023	\$2,557,604	\$1,322,467

For the Library, the Mayor recommends a levy of \$4,104,105, which is an increase of about 4.7% over the 2022 tax levy. Property tax revenue is responsible for the vast majority of recurring revenues for the Library General Fund. This increase is needed to allow the library to maintain current services based on the FY2024 budget. Upon further review, staff determined that the levy amount for the Library should be slightly higher than described in the report on the estimated tax levy. In order to maintain the current tax rate, the "corporate" (General Fund) portion of the tax levy was reduced by \$94,146.

The remaining revenues generated by property taxes would be allocated to the General Operating Fund, where they would be used to pay for essential City services, such as police and fire protection and public works services. The recommended levy for corporate purposes is \$2,281,616. This is an increase of about 10.04% from the 2022 extended tax levy. When the final levy is extended, this component of the levy will be reduced to achieve the desired tax rate.

Operations Impact

The property tax levy will help maintain a variety of City services, including public safety, public works, and library services.

Policy or Statutory Impacts

The proposed property tax levy is consistent with City Financial Policies and Illinois law.

Fiscal and Budget Impact

The tax levy is likely to result in an increase of about \$105,000 in revenue available for essential City services, assuming the Board of Review reduces assessments by about 1%. However, this could vary considerably. This will be factored into the updated financial forecast used to determine the budget strategy for FY2025. The City will be continuing on the path toward fully funding Police and Fire pensions, consistent with the City's current policy on pension funding.

Community Impact

The property tax levy supports a variety of services on which our residents depend. The Mayor recommends a tax rate for this year's levy of \$1.3499, which is the current City of Urbana tax rate. While the City's portion of the total tax levy is only about 12.5% of the total, this is important to try to achieve a tax rate competitive with neighboring communities and can affect property values and economic development opportunities.

At this rate, City property taxes for an owner-occupied home are estimated as follows –

Property Value	City Property Tax at \$1.3499*
\$100,000	\$369
\$150,000	\$594
\$200,000	\$819
\$250,000	\$1,044

*City property tax = EAV (property value / 3), less owner-occupied exemption (\$6,000), divided by \$100, multiplied by tax rate

Recommendation

Staff recommends that City Council approve Ordinances setting and abating the property tax levy for 2023 as presented.

Next Steps

If approved, the City Clerk will file the tax levy and abatements with the County Clerk on or before December 26, 2023, as required by Illinois law.

The County Clerk will prepare tax levy extensions for all taxing districts in the spring. Staff will verify that calculation prior to approving the extension.

The County Treasurer will prepare and mail tax bills, which are generally due in May and September.

Attachments

1. Ordinance Levying Taxes for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024

2. An Ordinance Directing the Champaign County Clerk to Abate a Portion of the 2023 Tax Levy Related to General Obligation Bonds, Series 2014
3. An Ordinance Directing the Champaign County Clerk to Abate the Tax Levy for the General Corporate Fund for the Tax Year Beginning July 1, 2023 and Ending June 30, 2024

Originated by: Robert Kouzmanoff, Deputy Finance Director

Reviewed: Elizabeth Hannan, HR & Finance Director / CFO

Approved: Carol Mitten, City Administrator

ORDINANCE NO. _____**AN ORDINANCE DIRECTING THE CHAMPAIGN COUNTY CLERK TO ABATE
THE TAX LEVY FOR THE GENERAL CORPORATE FUND FOR THE TAX YEAR
BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, including the power to tax; and

WHEREAS, the corporate authorities of the City approved Ordinance No. _____ on December 11, 2023, determining that the total tax levy for the City for the tax year beginning July 1, 2023 and ending June 30, 2024, is in the amount of \$10,265,792; and

WHEREAS, the corporate authorities, after due consideration, find that abating the General Corporate Fund tax levy for the City for the tax year beginning July 1, 2023 and ending June 30, 2024, as provided herein, 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, the corporate authorities have determined that an appropriate total tax levy rate for the City of Urbana is \$1.3499.

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

Section 1.

The Champaign County Clerk is hereby requested and directed to abate the General Corporate Fund levy established pursuant to Ordinance No. _____ in an amount necessary to produce a tax levy rate of \$1.3499 for the City of Urbana for the tax year beginning July 1, 2023 and ending June 30, 2024.

Section 2.

The Human Resources & Finance Director, or designee, be and hereby is authorized to perform all acts necessary on behalf of the City of Urbana to implement this Ordinance.

Section 3.

The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

Section 4.

This Ordinance shall not be construed to affect any suit or proceeding pending in any court, or any rights acquired, or a liability incurred, or any cause or causes of action acquired or existing prior to the effective date of this Ordinance; nor shall any right or remedy of any character be lost, impaired, or affected by this Ordinance.

Section 5.

This Ordinance shall be in full force and effect from and after its passage. The City Clerk is directed to file a certified copy of this Ordinance, completed as provided for in Section 2, with the Champaign County Clerk on or before the last Tuesday in December and again immediately after the Ordinance is completed.

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 meeting of said corporate authorities.

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

AYES: _____

NAYS: _____

ABSTENTIONS: _____

Darcy E. Sandefur, City Clerk

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

Diane Wolfe Marlin, Mayor

ORDINANCE NO. _____

**AN ORDINANCE DIRECTING THE CHAMPAIGN COUNTY CLERK TO ABATE A
PORTION OF THE 2023 TAX LEVY RELATED TO GENERAL OBLIGATION
BONDS, SERIES 2014**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, including the power to tax; and

WHEREAS, the corporate authorities of the City, pursuant to the provisions of Article 8 of the Illinois Municipal Code, heretofore adopted an ordinance levying taxes for the corporate purposes of the City for the fiscal year beginning July 1, 2023 and ending June 30, 2024, which Ordinance shall, pursuant to law, be filed with the Champaign County Clerk; and

WHEREAS, on June 16, 2014, the corporate authorities heretofore passed Ordinance No. 2014-06-057, authorizing the issuance of General Obligation Bonds, Series 2014, and directing the Champaign County Clerk to levy a real estate tax in the amount of \$303,750 for the 2023 tax levy year to pay principal and interest on said Bonds; and

WHEREAS, the corporate authorities have determined that the City has sufficient funds available in the Local Motor Fuel Tax Fund to abate the tax to be levied for the General Obligation Bonds, Series 2014, and to reduce the amount of tax to be levied pursuant to Ordinance No. 2014-06-057 accordingly.

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

Section 1.

The Human Resources & Finance Director shall apply funds available in the Local Motor Fuel Tax Fund of the City of Urbana to the General Obligation Bonds, Series 2014, in the amount of \$303,750.

Section 2.

The Champaign County Clerk is hereby requested and directed to abate the amount of \$303,750 levied for purposes of the General Obligation Bonds, Series 2014, from the 2023 tax levy.

Section 3.

This Ordinance shall be in full force and effect from and after its passage. The City Clerk is directed to file a certified copy of this Ordinance with the Champaign County Clerk on or before the last Tuesday in December.

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 E. Sandefur, City Clerk

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

Diane Wolfe Marlin, Mayor

ORDINANCE NO. _____

**AN ORDINANCE LEVYING TAXES FOR THE FISCAL YEAR BEGINNING
JULY 1, 2023 AND ENDING JUNE 30, 2024**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, including the power to tax; and

WHEREAS, Section 8-3-1 of the Illinois Municipal Code (65 ILCS 5/8-3-1) provides that the corporate authorities may levy and collect taxes for corporate purposes; and

WHEREAS, on June 26, 2023, the corporate authorities passed Ordinance No. 2023-06-019, adopting the annual budget for the City for the fiscal year beginning July 1, 2023 and ending June 30, 2024; and

WHEREAS, pursuant to Section 8-2-9.4 of the Illinois Municipal Code (65 ILCS 5/8-2-9.4) and Sections 2-113 and 2-132 of the Urbana City Code, such passage of the annual budget by the corporate authorities was in lieu of passage of the annual appropriation ordinance otherwise required by the Illinois Municipal Code; and

WHEREAS, the corporate authorities find that the corporate purposes of the City are served by levying upon all property subject to taxation within the City, as that property is assessed and equalized for state and county purposes for the 2023 tax levy year, the respective amounts set forth in this Ordinance, which such amounts are deemed necessary to defray the related expenses and liabilities for all such corporate purposes of the City as have been appropriated for such purposes in the annual budget; and

WHEREAS, at 7:00 p.m. on Monday, December 4, 2023, the corporate authorities held a public hearing on their intent to adopt a tax levy that is 9.66% more than the prior year’s final aggregate levy extensions, plus any amount abated, in accordance with Section 18-70 of the Truth in Taxation

Law (35 ILCS 200/18-70), after due and proper notice of such public hearing was given by publication in *The News-Gazette* on Friday, November 24, 2023.

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

Section 1.

The total amount of appropriations for all corporate purposes, which are legally made to be collected from the tax levy of the current fiscal year of the City of Urbana, is hereby ascertained to be the sum of \$10,265,792.

Section 2.

The sum of \$10,265,792 being the total of budgeted appropriations heretofore legally made which are to be collected from the tax levy of the current fiscal year of the City of Urbana for all corporate purposes of said City, is hereby levied upon all taxable property subject to taxation for the current year.

The specific amounts as levied for the various funds heretofore named are separately included herein by being placed in separate columns under the heading "To Be Raised by Tax Levy" which appears over the same, the tax so levied being for the current fiscal year of the City of Urbana and for the said budgeted appropriation to be collected from said tax levy, the total of which has been ascertained as aforesaid and being as follows:

	<u>Budget Appropriations</u>	<u>To Be Raised By Tax Levy</u>
<u>GENERAL CORPORATE FUND</u>		
For General Corporate Fund Expenditures		
For Personnel Costs-Fire Operations (Exclusive of Fire Pension costs levied separately)	<u>6,548,570</u>	<u>2,281,616</u>
<u>POLICEMEN'S PENSION FUND</u>		
For State-Mandated Pension Requirements	<u>2,783,635</u>	<u>2,557,604</u>

FIREMEN'S PENSION FUND

For State-Mandated Pension Requirements	<u>1,439,341</u>	<u>1,322,467</u>
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URBANA FREE LIBRARY

CENTRAL COSTS

Non-staff Costs	148,204	133,276
Employee Insurance	279,060	250,949
Other Employee Costs	<u>396,755</u>	<u>356,788</u>
SUBTOTAL, CENTRAL COSTS	824,019	741,013

ADMINISTRATION

Wages	419,591	377,324
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ADULT & YOUTH SERVICES DEPARTMENT

Patron Resources	387,350	348,330
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ARCHIVES DEPARTMENT

Patron Resources	23,701	21,313
Wages	<u>287,839</u>	<u>258,844</u>
SUBTOTAL, ARCHIVES	311,540	280,157

ACQUISITIONS DEPARTMENT

Wages	390,622	351,273
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CIRCULATION DEPARTMENT

Wages	1,169,489	1,051,681
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INFORMATION TECHNOLOGY

Wages	142,382	128,039
Other Costs	<u>174,258</u>	<u>156,704</u>

SUBTOTAL, INFORMATION TECHNOLOGY	316,640	284,743
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DEVELOPMENT & PROMOTIONS DEPT.

Wages	283,231	254,700
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FACILITIES

Contractual Services	417,955	375,852
Wages	43,405	39,032

SUBTOTAL, FACILITIES	<u>461,360</u>	<u>414,885</u>
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Total Library	<u>4,563,842</u>	<u>4,104,105</u>
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<u>TOTAL LEVY</u>		<u>10,265,792</u>
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Section 3.

This Ordinance is adopted pursuant to the procedures set forth in the Illinois Municipal Code, except that any tax rate limitation or other substantive limitations as to tax levies in the Illinois Municipal Code in conflict with this Ordinance shall not be applicable to this Ordinance pursuant to Article VII, Section 6, of the Illinois Constitution, 1970.

Section 4.

There is hereby certified to the County Clerk of Champaign County, Illinois, the several sums aforesaid, \$10,265,792, constituting said total amount the City of Urbana requires to be raised by taxation for the current fiscal year of the City.

Section 5.

The invalidity of any section or provision of this Ordinance hereby passed and approved shall not invalidate other sections or provisions thereof.

Section 6.

This Ordinance shall not be construed to affect any suit or proceeding pending in any court, or any rights acquired, or a liability incurred, or any cause or causes of action acquired or existing prior to the effective date of this Ordinance; nor shall any right or remedy of any character be lost, impaired, or affected by this Ordinance.

Section 7.

This Ordinance shall be in full force and effect from and after its passage. The City Clerk is directed to file a certified copy of this Ordinance with the Champaign County Clerk on or before the last Tuesday in December.

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 meeting of said corporate authorities.

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

AYES: _____

NAYS: _____

ABSTENTIONS: _____

Darcy E. Sandefur, City Clerk

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

Diane Wolfe Marlin, Mayor