CITY OF URBANA

CITY OF URBANA
COMMITTEE OF THE WHOLE MEETING

DATE: Monday, November 16, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

Chair: *Shirese Hursey, Ward 3*

A. Call to Order and Roll Call

B. Approval of Minutes of Previous Meeting

1. **11-02-2026 Committee of the Whole Meeting Minutes**

C. Additions to the Agenda

D. Presentations and Public Input

E. Staff Report

F. New Business

1. **Resolution No. 2026-11-063R:** A Resolution Approving an Intergovernmental Agreement (Edward Byrne Memorial Justice Assistance Grant) – PD

2. **Resolution No. 2026-11-064R:** A Resolution Approving an Intergovernmental Agreement Providing for Reimbursement of Completed Storm Sewer Repair on Crystal Lake Drive – PW

3. **Resolution No. 2026-11-065R:** A Resolution Amending Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (#3) – Exec

4. **Ordinance No. 2026-11-028:** An Ordinance Amending Urbana City Code Article VIII – Recycling Tax, Chapter 22 – Taxation, Section 102 – Residential Recycling Tax Imposed – PW

G. Old Business

1. **Ordinance No. 2026-08-022:** An Ordinance Amending Urbana City Code Article XI – Regulations for Bicycles, Chapter 23 – Local Traffic Code, Section 147 – Composition, Appointment, Terms, Quorum – PW

H. Council Input and Communications

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

J. 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.urbanail.gov

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: November 16, 2026 Committee of the Whole
Subject: Approval of an Intergovernmental Agreement **(**Edward Byrne Memorial Justice Assistance Grant**)**

Summary

Action Requested

City Council as being asked to approve the resolution to accept a grant award through an Intergovernmental Agreement (IGA). Appropriating the accepted grant would occur in the forthcoming budget amendment.

Brief Background

The U.S. Department of Justice annually awards the Edward Byrne Memorial Justice Assistance Grant to various law enforcement agencies throughout the United States. The Urbana Police Department applies jointly with the Champaign Police Department. The City of Champaign is the lead agency, therefore, the City of Urbana would be classified as sub-grantee.

Relationship to City Services and Priorities

Impact on Core Services

The Urbana Police Department will utilize $23,022 to purchase virtual reality (VR) training equipment, upgraded monitors, and resources to support officer wellness initiatives. These purchases will enhance the department's training capabilities, provide officers with opportunities to improve their skills, and support their overall well-being. This investment will help ensure officers are better equipped to serve the community safely and effectively.

Strategic Goals & Plans

N/A

Previous Council Actions

City Council has accepted the Edward Byrne Memorial Justice Assistance Grant on multiple occasions in the past.

Discussion

Fiscal and Budget Impact

This grant offsets expenditures the City already planned on incurring, but for which there is insufficient funding. In the event that this IGA is not approved, the Police Department would seek a budget amendment to allocate fund balance to complete this installation project. There is no local match in order to accept or receive this award. The grant is intended to supplement funding to local and county law enforcement agencies.

Recommendation
Staff recommends that City Council approve the resolution accepting the grant award.

Next Steps
If approved, staff will use the grant funds to aid in the purchase of squad car camera installation and comply with all required financial reporting requirements.

Attachments

1. A Resolution Approving and Intergovernmental Agreement (JAG)
2. Intergovernmental Agreement (JAG)

Originated by: Zachery Mikalik, Deputy Chief of Police
Reviewed: Larry Boone, Chief of Police
Approved: Darius L. White, City Administrator

RESOLUTION NO. _____

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT
(to Accept a Justice Assistance Grant)

WHEREAS, each of the parties to the Intergovernmental Agreement between the City of Urbana, City of Champaign and the County of Champaign is a body politic organized, operating, and maintaining offices within the boundaries of Champaign County, Illinois; and

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, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq.* enable the parties to enter into and execute agreements among themselves and provide authority for intergovernmental cooperation; and

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

WHEREAS, the U.S. Department of Justice, Office of Justice Programs has created and operates the Edward Byrne Memorial Justice Assistance Grant Program for local units of government that maintain and operate law enforcement departments; and

WHEREAS, in the past, the City has joined with one or more other communities as allocated by the U.S. Department of Justice, Office of Justice Programs, in applying for and receiving grant funding from the said Edward Byrne Memorial Justice Assistance Grant Program; and

WHEREAS, the City of Champaign, as lead agency, has been awarded a Justice Assistance Grant, of which $23,022 has been allocated to the City of Urbana; and

WHEREAS, the City Council finds it desirable and in the best interests of the City to accept this allocation of funds.

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

Section 1.

The Intergovernmental Agreement among the Cities of Champaign and Urbana and the County of Champaign for the Edward Byrne Memorial Justice Assistance Grant (JAG) Program, in substantially the form of the Exhibit appended hereto and made a part hereof, shall be and hereby is 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 Agreement 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 Williams, Mayor

INTERGOVERNMENTAL AGREEMENT
JAG PROGRAM

(City of Champaign, City of Urbana, and Champaign County)

THIS AGREEMENT is made and entered by and among the City of Champaign, an Illinois Municipal Corporation ("Champaign"), City of Urbana, an Illinois Municipal Corporation ("Urbana"), and Champaign County, an Illinois Unit of Local Government ("County"), - (herein after collectively referred to as "the parties"), effective on the last date signed by a party hereto.

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq. enables the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, The Edward Byrne Memorial Justice Assistance Grant Program (JAG) is a partnership among federal, state, and local governments to create safer communities by improving the functioning of the criminal justice system; and

WHEREAS, the City of Champaign and Champaign County desire to apply for JAG funds to fund individual projects in the City of Champaign and Champaign County.

NOW, THEREFORE, the parties agree as follows:

Section 1. The Funds. The parties acknowledge, as of the date of this Agreement, the total anticipated grant available to all parties is ONE HUNDRED AND EIGHTEEN THOUSAND TWO HUNDRED SIXTY DOLLARS ($118,260.00).

Section 2. Grant Disposition. Proceeds from the grant shall be distributed by Champaign to Champaign County for funding individual local projects fitting into the JAG guidelines, in the amounts set forth in Exhibit A.

Section 3. Lead Agency. The City of Champaign is hereby designated the Lead Agency for this Agreement. Responsibilities shall include leading the application process for the JAG funds, accepting any and all funds awarded through the JAG program, establishing a trust fund in which to deposit the funds received through the JAG program, and preparing required reports.

Section 4. Representative; Information Requirements. The City of Champaign shall designate one representative to fulfill the requirements of this Agreement. The representative shall exercise due diligence in providing any and all information necessary or convenient for the performance of the duties required by Champaign in Section 3 above, including submitting the JAG application and preparation of performance measures and program assessment data.

Section 5. Fund Restriction. The parties agree that no funds will be used directly or indirectly for security enhancements or equipment to nongovernmental entities not engaged in criminal justice or public safety, and that the funds will not supplant existing budgeted funds.

Section 6. Liability. Nothing in the performance of this Agreement shall impose any liability for claims against any party other than claims for which liability may be imposed by the Illinois Local Governmental and Governmental Employees Tort Immunity Act, 745 ILCS 10/1-

101 *et seq*. Each party to this Agreement shall be responsible for its own actions in providing services under this Agreement and shall not be liable for any civil liability that may arise from the furnishing of the services by the other party. The parties to this Agreement do not intend for any third party to obtain any rights by virtue of this Agreement.

Section 7. Amendments. Amendments to this Agreement shall be made in writing and signed by all parties. In the event the amount of funds received is different from the amount set forth in Section 1, the parties shall exercise principles of good faith and fair dealing to amend Exhibit A in a manner consistent with the principles of this Agreement and in accordance with all JAG program requirements. Such amendments may be entered into by the chief administrative officers of Champaign, Urbana, and County.

Section 8. Signatures. This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original. Facsimile, pdf, or other digital signature (e.g. Docusign) shall be deemed to have the same legal effect as an original ink signature.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

CITY OF CHAMPAIGN

By: Christopher Walton
Acting City Manager

Date: 10/20/2026

ATTEST: Shannon Myers

APPROVED AS TO FORM:
Thomas Yu
City Attorney CB 2026-**152**

CHAMPAIGN COUNTY

By: _____

Date: _____

ATTEST: _____

APPROVED AS TO FORM:
_____
State's Attorney

CITY OF URBANA

By: _____

Date: _____

ATTEST: _____

APPROVED AS TO FORM:
_____
City Attorney CB 2026-_____

EXHIBIT A
(City of Champaign, City of Urbana, and Champaign County)

JAG AWARD DISPOSITION

The 2025 JAG funds will be distributed to the Champaign Police Department to fund individual projects meeting the guidelines of the JAG grant.

City of Champaign Police Department		$76,471.00
City of Urbana Police Department		$29,364.00
Champaign County Sheriff's Office		$12,425.00
	TOTAL	$118,260.00

CITY OF URBANA

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: November 16, 2026 Committee of the Whole
Subject: A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement Providing for Reimbursement of Completed Storm Sewer Repair on Crystal Lake Drive

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Summary

Action Requested

City Council is being asked to pass the attached resolution to approve and authorize the execution of an Intergovernmental Agreement between the City of Urbana and the Urbana & Champaign Sanitary District (UCSD) that provides for the reimbursement of a completed repair of the City's storm sewer on Crystal Lake Drive in Urbana.

Brief Background

During construction of UCSD's Crystal Lake Drive Interceptor Sewer Improvements, it was determined that a repair of the City's storm sewer was necessary. For the sake of timeliness and coordination with the UCSD project, the contractor for the project performed the storm sewer repair work and charged those fees to UCSD through the project contract.

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

Sewer conflicts and repairs are not uncommon during construction of underground utilities. Typically, the project owner absorbs the costs of sewer repairs. However, in this case, the poor quality of the materials used for the original construction of the City's storm sewer required additional repair work and the addition of a storm sewer structure. It would be unreasonable for the City to expect that the project owner would pay for this repair work. Therefore, UCSD and City staff agreed that the work should be completed as part of the UCSD project but paid for by the City. This coordination allowed for the project to continue in a timely manner, which reduced the impact on residents in the area. Because UCSD is a government body, an intergovernmental agreement is required for this payment.

Fiscal and Budget Impact
The City will reimburse UCSD for the construction costs associated with the storm sewer repair, totaling $15,454.62. The City budgets annually for storm sewer repairs in the Stormwater Utility Fund and those funds will be used for this reimbursement.

Recommendation
Staff recommends approval of the Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement Providing for Reimbursement of Completed Storm Sewer Repair on Crystal Lake Drive.

Next Steps
If the attached resolution is passed, the Mayor will execute the intergovernmental agreement. Then, the City will process payment for the reimbursement of the storm sewer repair costs.

Attachments

1. Resolution No. 2026-11-___R: A Resolution Approving and Authorizing the Execution of an Intergovernmental Agreement Providing for Reimbursement of Completed Storm Sewer Repair on Crystal Lake Drive
2. An Intergovernmental Agreement Providing for Reimbursement of Completed Storm Sewer Repair on Crystal Lake Drive

Originated by: Justin Swinford, Interim City Engineer
Reviewed: Vince Gustafson, Public Works Director
Approved: Darius White, City Administrator

Attachment #1

AN INTERGOVERNMENTAL AGREEMENT PROVIDING FOR REIMBURSEMENT OF COMPLETED STORM SEWER REPAIR ON CRYSTAL LAKE DRIVE

This Intergovernmental Agreement (hereinafter, the "Agreement"), including any exhibits and attachments appended hereto and incorporated herein, is made and entered into as of this _____ day of _____, 2026 by and between the Urbana & Champaign Sanitary District, an Illinois Municipal Corporation (hereinafter, the "Sanitary District") and the City of Urbana, an Illinois Municipal Corporation (hereafter, the "City").

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 *et seq*. enable the parties hereto to make and enter into agreements by and between themselves and provide authority for intergovernmental cooperation; and,

WHEREAS, during its Crystal Lake Drive Interceptor Sewer Improvements project (the "Project"), the Sanitary District discovered a City-owned storm sewer pipe in a non-functional condition; and,

WHEREAS, in order to avoid delay to the Project and with the City's knowledge and consent, the Sanitary District, through its Project contractor, Ezell Excavating, repaired the non-functional storm sewer pipe (the "Repair Work"), and the City has inspected and accepted the Repair Work as complete and to the City's satisfaction; and,

WHEREAS, the Sanitary District has paid Ezell Excavating for the Repair Work in accordance with the Project contract, at a cost of Fifteen Thousand Four Hundred Fifty-Four and 62/100 Dollars ($15,454.62) (the "Repair Costs"); and,

WHEREAS, the City and its constituents benefit directly from the repaired storm sewer pipe, and the parties desire to enter into this Agreement to document the City's reimbursement of the Repair Costs to the Sanitary District.

NOW therefore, in consideration of the exchange of good, valuable and mutual consideration which each party hereto acknowledges as having in hand received and for the exchange of the terms, provisions and conditions contained in this Agreement, the parties hereto agree as follows:

1. Notwithstanding anything to the contrary provided for in this Agreement, the City shall reimburse the Sanitary District for the Repair Costs in the fixed amount of Fifteen Thousand Four Hundred Fifty-Four and 62/100 Dollars ($15,454.62), which amount shall constitute full and complete payment for the Repair Work.

2. The parties acknowledge that the Sanitary District has paid Ezell Excavating in full for the Repair Work. Following execution of this Agreement, the Sanitary District shall submit an invoice for the the City's share of the Repair Costs, together with reasonable supporting documentation. The City shall pay the invoiced amount to the Sanitary District within sixty (60) days of its receipt of the invoice.

3. Notice given hereunder shall be given to:

	City at:	The Sanitary District at:
Delivery:	City Engineer Urbana Public Works Department 706 South Glover Avenue Urbana, IL 61802	Executive Director Urbana & Champaign Sanitary District 1100 East University Avenue Urbana, IL 61802
Mail:	(same as above)	Executive Director Urbana & Champaign Sanitary District P.O. Box 669 Urbana, IL 61803

Notice shall be deemed effective:

a. If given by First Class Mail, four (4) days after placement with the U.S. Postal Service if placed in a properly addressed and stamped envelope.

b. If given by courier service, the day after delivery if the courier service provides, whether in hardcopy or electronically, a receipt stating that delivery was made.

c. If sent by certified mail, return receipt requested, upon mailing.

4. In the event either party to this Agreement defaults (the "Defaulting Party") on any of its obligations provided in this Agreement, the other party (the "Non-Defaulting Party") shall give the Defaulting Party notice of any such default. All Notices of Default shall be in writing, describe the nature of the default and specify the paragraph of this Agreement or the exhibit designation and paragraph therein claimed to be in default. The Defaulting Party shall have seven (7) calendar days in which to (i) cure the default, (ii) provide a written statement to the Non-Defaulting Party which explains why the Defaulting Party is not in default; or (iii) provide the Non-Defaulting Party with a reasonable timetable in which it will cure the default if the same cannot reasonably be cured within the said seven (7) calendar-day period.

5. In the event of a dispute between the parties regarding the withholding of any approval, any terms provided for in this Agreement or any exhibit attached hereto and made a part hereof, or the performance of any obligation provided for in this Agreement, the parties shall meet face-to-face in an effort to resolve their dispute. If such face-to-face resolution effort fails, the parties to this Agreement shall agree to and shall participate in good faith in mediation. Should mediation fail, either party shall have the right to file and maintain an action in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois seeking the relief which the filing party deems appropriate. Any dispute regarding the construction, interpretation or application of

any term contained in this Agreement or any exhibit appended hereto and any breach hereof shall be governed by the laws of the State of Illinois and Sanitary District ordinances.

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IN WITNESS WHEREOF, the City and the District have executed this Agreement.

CITY OF URBANA

By_____
DeShawn Williams– Mayor

Date:_____

URBANA & CHAMPAIGN SANITARY DISTRICT

By_____ 11/5/2026
Charles Nerone – Board President

Date: 11/5/2026

RESOLUTION NO. 2026- 11 - R

A RESOLUTION APPROVING AN INTERGOVERNMENTAL AGREEMENT PROVIDING FOR REIMBURSEMENT OF COMPLETED STORM SEWER REPAIR ON CRYSTAL LAKE DRIVE

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970 and the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., authorize units of local government to enter into agreements by and between themselves and provide authority for intergovernmental cooperation; 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:

An intergovernmental agreement providing for reimbursement of completed storm sewer repair on Crystal Lake Drive, 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

CITY OF URBANA

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: November 16, 2026, Committee of the Whole
Subject: A Resolution Amending Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (#3)

Summary

Action Requested

City Council is asked to approve the reallocation of up to $70,000 in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF), or "ARPA funds," from certain subrecipient projects which may have available balances that will not be expended by the program deadline of December 31, 2026. Because the exact available balances and reallocation amounts cannot yet be determined, we are requesting that the City Council grant City staff one-time, limited flexibility to reallocate funds to the Sanitary Sewer Lateral Lining (SSLL) project, administered by the City of Urbana Public Works Department. In the unlikely event that SSLL cannot absorb the reallocated funds, there are three backup reallocation recipients. This grant of flexibility expires on December 31, 2026. City staff will provide Council with a final exact-dollar reallocation schedule no later than April 30, 2027.

The proposed resolution would amend Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List and authorize the action requested above.

Brief Background

Following a review conducted in collaboration with the Champaign County Regional Planning Commission (CCRPC or RPC), it was determined that up to four subrecipient projects could not fully expend their ARPA funds by the December 31, 2026, spending deadline:

Subrecipient	Project Name	Estimated available balance
Justine Petersen	Urbana Small Business Microloan Fund	Up to $42,000
CCRPC	ARPA Project and Fiscal Management	Up to $16,000

Subrecipient	Project Name	Estimated available balance
City of Urbana Public Works Department	Equality and Quality of Life (EQL)	Up to $12,000
FirstFollowers	Urbana Community Peace Hub	$1.51

Relationship to City Services and Priorities

Impact on Core Services

There are no known or anticipated impacts on core City services. The recommended reallocation will support the City of Urbana's Sanitary Sewer Lateral Lining (SSLL) project, a municipal infrastructure initiative managed by the City of Urbana Public Works Department to rehabilitate aging residential sewer connections using trenchless technology.

Strategic Goals & Plans

The requested reallocation plan supports the following elements of Mayor-Council goals:

- **Strategic Area #1: Public Safety and Well-Being.**
  - **Action Step 3a: Promote community well-being**.
- **Strategic Area #3: Infrastructure.**
  - **Strategy 1: Improve quality of current infrastructure assets.**
  - **Strategy 2: Increase investments in infrastructure equity.**

The requested reallocation plan also aligns with multiple "Big Moves" from the 2025 Comprehensive Plan, including:

- **Big Move 3:** Address the Needs of Individual Areas
- **Big Move 8:** Invest in Financially and Environmentally Resilient Infrastructure
- **Big Move 10:** Support Community Health, Safety, and Well-Being

Previous Council Actions

In February 2023, the Council voted to adopt Resolution_2023-02-013R, obligating the original ARPA SLFRF grant. In May 2026, the Council voted to adopt Resolution No. 2026-05-018R to reallocate a total of $40,037 in ARPA funds. In September 2026, the Council also voted to adopt Resolution_2026-09-051R to reallocate a total of $45,000 in ARPA funds.

Discussion

Additional Background Information

The City of Urbana was the recipient of about $13 million in American Rescue Plan Act (ARPA) State and Local Fiscal Recovery Funds (SLFRF), or "ARPA funds." Urbana City Council voted to allocate about $10 million to 26 different subrecipient projects in Resolution_2023-02-013R.

Twenty-three (23) subrecipient projects are fully closed out or have completed over 97% of scheduled spending. Over 99% of Urbana's ARPA subrecipient project funds have already been spent or credibly allocated (e.g., for regular recurring payments into future months).

Obligation Deadline: Although no new subrecipient projects can be started after the December 31, 2024, obligation deadline, U.S. Department of the Treasury guidance and FAQs anticipated that some recipient and subrecipient projects would not be able to expend their ARPA funds by the December 31, 2026, spending deadline (for a variety of reasons: recipient capacity, project timeline, availability of other funds, etc.). In that case, ARPA funds may be reallocated to other existing subrecipient projects already obligated or funded by December 31, 2024.

Operations Impact
The reallocation process requires staff time and effort in coordination with RPC to analyze subrecipient expenditures, schedules, and forecasts – and then to develop approaches to reallocation.

Policy or Statutory Impacts
There are no known or anticipated policy or statutory impacts.

Fiscal and Budget Impact
The reallocation request is intended to increase the likelihood that all ARPA funds are fully expended so that no unspent ARPA funds are returned to the U.S. Treasury.

Community Impact
The reallocation request is intended to increase the likelihood that all ARPA funds are completely spent to maximize the community impact of those funds. There are no known or anticipated impacts that would negatively affect members of traditionally under-represented racial or ethnic groups.

Recommendation
City Council is asked to approve the reallocation of up to $70,000 in ARPA funds to the Sanitary Sewer Lateral Lining (SSLL) project.

Next Steps
Upon Council approval, RPC and City staff will prepare the appropriate documents and obtain required approvals to implement the approved reallocation(s). RPC and City staff will continue to monitor progress toward full expenditure of all ARPA subrecipient project grants.

Attachments

1. Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (as a link)
2. Resolution No. 2026-05-018R A Resolution Amending Resolution No. 2023-02-013R A Resolution Adopting The City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (as a link)
3. Resolution_2026-09-051R A Resolution Amending Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (#2) (as a link)
4. Resolution _____ A Resolution Amending Resolution No. 2023-02-013R A Resolution Adopting the City of Urbana American Rescue Plan Act (ARPA) Concept Plan Project List (#3)

Originated by: Tarek Arthur Azim, Management Analyst
Reviewed: Matt Roeschley, City Attorney
Approved: Darius L. White, City Administrator

RESOLUTION NO. _____

A RESOLUTION AMENDING RESOLUTION NO. 2023-02-013R A RESOLUTION ADOPTING THE CITY OF URBANA AMERICAN RESCUE PLAN ACT (ARPA) CONCEPT PLAN PROJECT LIST (#3)

WHEREAS, the City of Urbana adopted the American Rescue Plan Act (ARPA) Concept Plan Project List through Resolution No. 2023-02-013R, as previously amended by Resolution No. 2026-05-018R and Resolution No. 2026-09-051R, allocating ARPA State and Local Fiscal Recovery Funds (SLFRF) to designated subrecipient projects; and

WHEREAS, the City previously approved ARPA SLFRF funding for the subrecipient projects identified in Exhibits A and B through prior Council action; and

WHEREAS, the City desires to ensure all ARPA SLFRF funds are spent down for maximum community impact before the December 31, 2026, deadline; and

WHEREAS, although no new subrecipient projects can be started after the December 31, 2024, obligation deadline, U.S. Department of the Treasury guidance and FAQs allow ARPA SLFRF awards to be reallocated to other existing subrecipient projects obligated or funded by December 31, 2024; and

WHEREAS, certain subrecipient projects identified in Exhibit A may have available balances that will not be expended for their originally approved activities; and

WHEREAS, the City wishes to authorize the reallocation of up to $70,000 in such available balances to the existing subrecipient projects identified in Exhibit B, without changing their approved scope; and

WHEREAS, the exact available balances and allocation among destination projects cannot yet be determined;

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

Section 1. Limited reallocation authority

Resolution No. 2023-02-013R, as previously amended, is further amended to authorize the City Administrator or designee (hereafter, the "designated city official") to reallocate available, previously obligated ARPA SLFRF balances from the "source" subrecipient awards identified in **Exhibit A** to one or more of the existing "destination" subrecipient projects identified in **Exhibit B**.

The combined amount of all reallocations authorized by this resolution shall not exceed $70,000. This dollar limitation applies to all transfers collectively, not separately to each source or destination award.

This resolution does not establish or retroactively establish a federal obligation. It authorizes the administrative reclassification of funds previously obligated by the City.

The authority to approve reallocations under this resolution expires as of December 31, 2026. The designated city official will provide Council with a final exact-dollar allocation schedule no later than April 30, 2027.

Section 2. Determination of final amounts and allocation

The determination of final amounts and allocation shall be based on available balances, eligible project needs, and the destination subrecipient's ability to expend the additional funds within the City's deadline.

While the combined amount of all reallocations authorized by this resolution shall not exceed $70,000, no minimum allocation to any destination award is required. The total amount reallocated may be less than $70,000, including zero dollars. Estimated available balances in **Exhibit A** are planning figures only. No fixed split is established by **Exhibit B**.

Section 3. That the City Clerk of the City of Urbana, Illinois, be and the same is hereby authorized to attest to the Mayor's signature as so authorized for and on behalf of the City of Urbana, Illinois.

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

AYES:

NAYS:

ABSTENTIONS:

_____

Darcy E. Sandefur, City Clerk

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

_____

DeShawn B. Williams, Mayor

EXHIBITS

Exhibit A: Authorized source awards

Subrecipient	Project Name	Estimated available balance
Justine Petersen	Urbana Small Business Microloan Fund	Up to $42,000
Champaign County Regional Planning Commission	ARPA Project and Fiscal Management	Up to $16,000
City of Urbana Public Works Department	Equality and Quality of Life (EQL)	Up to $12,000
FirstFollowers	Urbana Community Peace Hub	$1.51

Actual adjustments shall be determined under Sections 1 and 2.

Exhibit B: Authorized destination awards

Subrecipient	Project Name
City of Urbana Public Works Department	Ward 3 Sanitary Sewer Lateral Lining (SSLL)
University YMCA	New American Welcome Center (NAWC)
Cunningham Township Supervisor's Office (CTSO)	Bridge to Home
Urbana Park District	Health & Wellness Center (HAWC)

CITY OF URBANA

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: November 16, 2026, Committee of the Whole
Subject: U-Cycle Recycling Tax

Summary

Action Requested
Establish a new set of U-Cycle taxes to fund recycling services.

Brief Background
Current U-Cycle fees have not kept pace with inflation and are insufficient to fund recycling services.

Relationship to City Services and Priorities

Impact on Core Services
Recycling is a component of waste management which is a core City duty.

Previous Council Actions

- The City of Urbana established U-Cycle curbside recycling service in September 1986. Urbana was one of the first communities in the State to establish a municipal curbside recycling program.
- In 1999, the City of Urbana expanded its recycling to include multifamily and dormitory properties.
- City Council has annually approved a Fee Schedule including recycling fees since 1995. The service was funded by property taxes prior to 1995.
- At the Committee of the Whole Meeting December 02, 2024, staff brought an ordinance to committee and council that removed the U-Cycle tax from the fee schedule on the premise that it is a tax, not a fee, and then set new U-Cycle tax rates for several years.

Discussion

Additional Background Information
U-Cycle service was provided by a single vendor for seven (7) years with limited tax rate increases. As such, when the contract and extensions ran out, seven years' worth of inflation was priced in the competitive bids, including significant post-COVID inflation. Additionally, since implementation of current contracts, diesel price increases have led to bill surcharges due to international conflict. Urbana is also within a limited waste industry market. At the start of the most recent contract negotiations in 2024, the curbside recycling service bid received two responses, while the multifamily

recycling service bid received only one response. Licensed haulers were personally contacted in an effort to garner as many competitive bids as possible.

Operations Impact
Without sufficient funding, U-Cycle will have to breach contract and discontinue service.

Fiscal and Budget Impact
U-Cycle fees are billed to all residents through the Urbana and Champaign Sanitary District (UCSD) bill. Funds are managed separate from the General Fund.

Proposed rate adjustments take into consideration the differing cost to provide Curbside service compared to the combined Multifamily and Dormitory service, equal rate growth over time for all payer types, and sufficient revenue to rebuild a safe fund balance.

	Current	**CY 27**	**CY 28**	**CY 29**	**CY 30**
Curbside	$6.25	$9.74	$10.03	$10.34	$10.65
Multifamily (per unit)	$3.75	$4.95	$5.10	$5.25	$5.41
Dormitory (per bed)	$3.00	$4.07	$4.20	$4.32	$4.45

	FY 27	**FY 28**	**FY 29**	**FY 30**
Ending Fund Balance	15%	18%	20%	23%

Community Impact
Impacts include a fee increase for residents or a discontinuation of recycling services for residents.

Recommendation
Next Steps
It is recommended that Council approve an ordinance establishing new U-Cycle rates.

Originated by: Scott Tess, Sustainability & Resilience Officer
Reviewed: Vince Gustafson, Public Works Director

Approved: Darius White, City Administrator

ORDINANCE NO. 2026- -

AN ORDINANCE AMENDING URBANA CITY CODE CHAPTER 22, SECTION 22-102 (Recycling Tax)

WHEREAS, the City of Urbana 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 regulate for the protection of the public health, safety, and welfare; and

WHEREAS, the City Council heretofore enacted the Urbana City Code Section 14-7 to establish a schedule of fees for the various licenses, permits, fines, and other fees required under the Urbana City Code; and

WHEREAS, the City Council heretofore enacted Urbana City Code Section 22-102 to establish a Recycling Tax; and

WHEREAS, the City Council, after due consideration, finds that increasing the recycling tax as provided in this Ordinance will protect the public health, safety, and welfare; and

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

Section 1. Urbana City Code Chapter 14, "Licenses and Permits," Section 14-7, "Schedule of Fees," Subsection (I), "Waste Management," Part 4, "Residential Recycling Tax," Part 5, "Dormitory Recycling Tax," and Part 6, "Multifamily Dwelling Recycling Tax," are hereby rescinded.

Section 2. Urbana City Code, Chapter 22, "Taxation," Section 22-102, "Residential Recycling Tax Imposed," subsection (a), is hereby amended and shall read as follows:

"Sec. 22-102. – Residential recycling tax imposed."

(a) A residential recycling tax is hereby imposed upon the use and privilege of occupying a dwelling

unit in a residential dwelling in the City of Urbana. The amount of the tax shall be:

(i) The monthly recycling tax for a dwelling unit in a residential dwelling shall be nine dollars and seventy-four cents ($9.74) effective January 1, 2027; ten dollars and three cents ($10.03) effective January 1, 2028; ten dollars and thirty-four cents ($10.34) effective January 1, 2029; and ten dollars and sixty-five cents ($10.65) effective January 1, 2030. Beginning January 1, 2031, and on January 1 of each year thereafter, the rates provided in this Section shall be adjusted based on the rate of inflation, determined by the change in the Consumer Price Index for All Urban Consumers (CPI-U) for a twelve (12) month period as of the end of June of the prior calendar year. The rate increase in a single year shall be limited to a maximum of five percent (5%), regardless of the calculated amount. The resulting rate shall be rounded to the nearest one-tenth of one cent ($0.001).

(ii) The monthly recycling tax for each unit in a multifamily dwelling shall be four dollars and ninety-five cents ($4.95) effective January 1, 2027; five dollars and ten cents ($5.10) effective January 1, 2028; five dollars and twenty-five cents ($5.25) effective January 1, 2029, and five dollars and forty-one cents ($5.41) effective January 1, 2030. Beginning January 1, 2031, and on January 1 of each year thereafter, the rates provided in this Section shall be adjusted based on the rate of inflation, determined by the change in the Consumer Price Index for All Urban Consumers (CPI-U) for a twelve (12) month period as of the end of June of the prior calendar year. The rate increase in a single year shall be limited to a maximum of five percent (5%), regardless of the calculated amount. The resulting rate shall be rounded to the nearest one-tenth of one cent ($0.001).

(iii) The monthly recycling tax for a dormitory shall be four dollars and seven cents ($4.07) times the residential capacity of the dormitory effective January 1, 2027; four dollars and twenty cents ($4.20) effective January 1, 2028; four dollars and thirty-two cents ($4.32) effective

January 1, 2029; and four dollars and forty-five cents ($4.45) effective January 1, 2030. Beginning January 1, 2031, and on January 1 of each year thereafter, the rates provided in this Section shall be adjusted based on the rate of inflation, determined by the change in the Consumer Price Index for All Urban Consumers (CPI-U) for a twelve (12) month period as of the end of June of the prior calendar year. The rate increase in a single year shall be limited to a maximum of five percent (5%), regardless of the calculated amount. The resulting rate shall be rounded to the nearest one-tenth of one cent ($0.001).

Section 3. Those sections, paragraphs, and provisions of the Urbana City Code that are not expressly amended or repealed by this Ordinance are hereby re-enacted, and it is expressly declared to be the intention of this Ordinance not to repeal or amend any portions of the Urbana City Code other than those expressly set forth as amended or repealed in this Ordinance. 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. The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities, and this Ordinance shall be in full force and effect on January 1, 2027, after its passage and publication in accordance with Section 1-2-4 of the Illinois Municipal Code.

This Ordinance is hereby passed by the affirmative vote, the "ayes" and "nays" being called, of a majority of the members of the Council of the City of Urbana, Illinois, at a meeting of said Council.

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

AYES:

NAYS:

ABSTAINS:

_____
Darcy Sandefur, City Clerk.

APPROVED BY THE MAYOR OF THE CITY OF URBANA, ILLINOIS this ____ Day of _____, 2026.

_____
DeShawn Williams, Mayor.

CITY OF URBANA

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

MEMORANDUM TO THE MAYOR AND CITY COUNCIL

Meeting: November 16, 2026 Committee of the Whole
Subject: An Ordinance Amending Urbana City Code Article XI – Regulations for Bicycles, Chapter 23 – Local Traffic Code, Section 147 – Composition, appointment, terms, quorum

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Summary

Action Requested
City Council is being asked to pass the attached ordinance that would replace a representative from the City of Urbana Public Works Department with a representative from the Champaign-Urbana Mass Transit District as a voting member of the City of Urbana Bicycle and Pedestrian Advisory Commission (BPAC).

Statement of the Issue
Article XI, Section 23-147 of the City Code names organizations with an interest and expertise in bicycle and pedestrian issues with member representatives serving on BPAC. These organizations include:
(1) Urbana School District No. 116;
(2) Urbana Park District;
(3) University of Illinois;
(4) City of Urbana Public Works Department.

Because of the Champaign-Urbana Mass Transit District's interest and expertise in bicycle and pedestrian issues, BPAC would like to include the organization in the list of organizations nominating a representative to BPAC. A City staff member can serve BPAC without being a voting member of BPAC, as is the case for City staff representatives on most other City Commissions. Therefore, in order to keep the number of voting members and members representing organizations the same, BPAC would like to replace the City of Urbana Public Works Department representative with a Champaign-Urbana Mass Transit District representative.

Relationship to City Services and Priorities

Impact on Core Services N/A

Strategic Goals & Plans

The 2016 Urbana Bicycle Master Plan lists Champaign-Urbana Mass Transit District as a potential partner for Road User Safety Campaigns, in Section 11.7.1 Education Recommendations.

Previous Council Actions N/A

Discussion

Additional Background Information

Currently, one at-large BPAC member, whose appointment ends June 2029, is an employee at the Champaign-Urbana Mass Transit District (MTD), and she has been nominated by the MTD Executive Director to serve as an MTD representative on BPAC.

Community Impact

Many, if not most, transit users are also pedestrians or bicyclists since bus stops do not usually align precisely with transit users' starting locations and/or destinations and users often use an active mode of transportation (walking or biking) to get to and from the bus stops. Therefore, safe walking and biking infrastructure has a significant effect on the experience of transit users, and it is in the best interest of MTD to advocate for accessible and comfortable bicycle and pedestrian infrastructure.

Recommendation

City Council is asked to pass the attached ordinance that would replace a City of Urbana Public Works Department representative with an MTD representative on the Bicycle and Pedestrian Advisory Commission. This ordinance change would not impact the total number of voting BPAC members. There are currently 11 voting members of BPAC which includes 4 organization representatives and 7 at-large resident members. This will remain the same.

Next Steps

If the attached ordinance is passed, the Council will be asked to appoint the MTD employee who has been serving on BPAC in an at-large position, who has been nominated by the Executive Director of MTD, as the MTD representative on BPAC. A City of Urbana Public Works Department representative will no longer be a voting member of BPAC, but Public Works staff will continue to serve as Recording Secretary for BPAC as discussed in the BPAC bylaws.

Attachments

1. Ordinance No. 2026-08-022: An Ordinance Amending Urbana City Code Article XI – Regulations for Bicycles, Chapter 23 – Local Traffic Code, Section 147 – Composition, appointment, terms, quorum
2. A Resolution Recommending the Addition of a Champaign-Urbana Mass Transit District Representative to the Bicycle & Pedestrian Advisory Commission
3. Minutes of the July 21, 2026 Meeting of the Bicycle & Pedestrian Advisory Commission
4. Minutes of the August 18, 2026 Meeting of the Bicycle & Pedestrian Advisory Commission
5. Minutes of the October 20, 2026 Meeting of the Bicycle & Pedestrian Advisory Commission
6. Section 11.7.1 of the 2016 Urbana Bicycle Master Plan

Originated by: Carmen A. Franks, Assistant City Engineer
Reviewed: Justin Swinford, Interim City Engineer
Vince Gustafson, Public Works Director
Approved: Darius White, City Administrator

RESOLUTION RECOMMENDING THE ADDITION OF A CHAMPAIGN-URBANA MASS TRANSIT DISTRICT REPRESENTATIVE TO THE BICYCLE & PEDESTRIAN ADVISORY COMMISSION

WHEREAS, the City of Urbana Bicycle and Pedestrian Advisory Commission (BPAC) was established by the Urbana City Council on June 16, 2006, and is authorized under Urbana City Code Chapter 23 Article XI, Sections 23-146 through 23-150; and

WHEREAS, duties of the Commission include advising the mayor and City Council on bicycle and pedestrian issues and recommending actions as it deems appropriate; and

WHEREAS, the Commission held open discussion on July 21, 2026, August 18, 2026, and October 20, 2026 on the need for the inclusion of the Champaign-Urbana Mass Transit District as an organization with a member representative serving on the Commission due to the organization's interest and expertise in bicycle and pedestrian issues; and

WHEREAS, Article XI, Section 23-147 of the City Code names organizations with an interest and expertise in bicycle and pedestrian issues with member representatives serving on BPAC; and

WHEREAS, a City staff member can serve BPAC without being a voting member of BPAC as is the case for City staff representatives on most other City Commissions, and

WHEREAS, Article XI, Section 23-147 of the City Code does not include the Champaign-Urbana Mass Transit District as one of the organizations with an interest and expertise in bicycle and pedestrian issues with member representatives serving on BPAC; and

WHEREAS, The City of Urbana Bicycle and Pedestrian Advisory Commission desires to have the language of City Code Article XI, Section 23-147 revised to include a voting member representative from the Champaign-Urbana Mass Transit District.

NOW, THEREFORE, BE IT RESOLVED by the Bicycle and Pedestrian Advisory Commission of the City of Urbana, Illinois, as follows:

The City should make these or similar changes to City Code:

Revised Urbana Chapter 23 Article XI, Sec. 23-147(a):

(a) The bicycle and pedestrian advisory commission shall consist of eleven (11) members appointed by the mayor, and approved by the council, from constituencies which have an

interest and expertise in bicycle and pedestrian issues. Four (4) members shall be representatives nominated by the following organizations:

(1) Urbana School District No. 116;

(2) Urbana Park District;

(3) University of Illinois;

(4) Champaign-Urbana Mass Transit District.

PASSED BY THE CITY OF URBANA BICYCLE AND PEDESTRIAN ADVISORY COMMISSION this 20 day of OCTOBER, 2026.

Annie F. Adams

Annie Adams, Chair

CITY OF URBANA

CITY OF URBANA
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING

DATE: Tuesday, July 21, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES

Members Present: Annie Adams, Nicholas Anand, Carmen Franks, Qiushi Huang, Susan Jones, Bruce Michelson, Sarthak Prasad, Nancy Westcott, Tim Friedman

Others Present: member of the public

Members Absent: Kevin Murphy, Sara Rand, Gisselle Juarez-Alquicira

A. Call to Order and Roll Call

Annie Adams called the meeting to order at 7:05 pm. Roll was taken. A quorum of members was present.

B. Changes to the Agenda

Carmen Franks motioned to move Wayfinding Needs, #3 in New Business, to Future Topics, Bruce Michelson seconded. Motion approved with a unanimous voice vote.

C. Approval of Minutes of Previous Meeting

1. **April 2026 Meeting Minutes**

   Bruce Michelson motioned to approve the minutes, Susan Jones seconded. Motion approved with a unanimous voice vote.

2. **May 2026 Meeting Minutes**

   Nicholas Anand motioned to approve the minutes, Bruce Michelson seconded. Motion approved with a unanimous voice vote.

3. **June 2026 Meeting Minutes**

   Bruce Michelson motioned to approve the minutes, Susan Jones seconded. Motion approved with a unanimous voice vote.

D. Public Input

none

E. Unfinished Business

1. **Ordinance Update & Resolution for MTD Rep**

   Carmen Franks read through the proposed updated ordinance amending Chapter 23 Article 11 subsection 23-147(a), Regulations for Bicycles. This is requesting to amend the City Code to include MTD as an organization with a representative on BPAC nominated by the organization.

Bruce Michelson read through the resolution that will be sent to City Council. There was a brief discussion resulting in changing some abbreviations throughout the resolution.
Bruce Michelson motioned to approve the resolution as amended, Carmen Franks seconded.
Motion approved with a unanimous voice vote.

F. Reports of City Officials and Staff and Reports of Committees

1. City Project Updates

Carmen Franks gave updates on the following City projects.

a. Shared Use Path projects
   - Florida Avenue Shared Use Path
   - Bakers Lane Shared Use Path

b. Roadway projects
   - Country Club Road & Perkins Road
   - Lincoln Avenue Corridor Study
   - North Lincoln Avenue project from Wascher to Killarney
   - Springfield Avenue resurfacing project
   - Florida Avenue project from Wright to Hillcrest
   - Illinois & Vine Street project
   - Traffic Signal Improvements

c. Sidewalk Improvement projects
   - TIF 4 Sidewalk Improvements
   - The City is still developing a plan for maintenance on streetscape bricks downtown.
   - CDBG Sidewalk project

d. EQL Projects
   - EQL FY25 Program – sidewalks, streetlights, and traffic calming

2. Bikeshare Working Group

Carmen said that the City Planner is working on revising the code that is related to the bike share program. He has also reached out to the Veo contact but hasn't received a response.

3. ADA Compliance Working Group

Carmen said that the City is still planning to move forward with an agreement with RPC for them to do the work of updating the City's ADA Transition Plan.
The City has made some updates to the tracking of ADA grievances that they've received.
There is now an ADA compliance snow removal group that is meeting regarding snow removal on sidewalks.

4. Public Outreach & Advocacy Working Group

Tim brought up discussing going to the Farmer's Market. It was decided that this will be a working group discussion first before bringing it to BPAC.

G. New Business

1. Snow Removal: Shovel My Walk signage

Annie showed a sign that she found in Wisconsin that can be put on a porch that states that the person living there is need of a Snow Angel that could assist with clearing their snow. Right now, it is a website through Safe Routes to School that you add your address to if you need assistance.

After a brief discussion, Annie is going to reach out to Safe Routes to School to see if they would be interested in this idea.

2. **BPAC Spending: approx. $1,725 to MTD for Light the Night**
   Carmen said that the planning is underway for Bike Month and they will be asked to sponsor the Light the Night event in September.

3. **Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT**
   During Changes to the Agenda this was moved to Future Topics.

4. **Large Vehicle Impacts on Peds/Bicyclists**
   Annie presented on the deadly rise of giant trucks and SUVs. With smaller vehicles a hit would roll you onto the car; with larger vehicles you get sucked under and run over.
   The Urbana Police Department has a new strategic safety plan that is a comprehensive data-driven approach to reduce crashes, injuries, & fatalities through education, community partnerships, engineering collaborations, & highly visible traffic enforcement.

H. Announcements

Sarthak Prasad had the following announcements:

Bike to Work Day is September 16th from 7 am – 10 am; the rain date is September 17th
Light the Night is September 22nd from 4 pm – 7 pm; the rain date is September 23rd
The U of I is in the process of moving all bicycles left behind from the Spring Semester
U of I move in is the week of August 16th

Bruce Michelson expressed his concern about going into the academic year without a contract with Veo.

Susan Jones announced that Parkland classes begin on August 17th

Tim Friedman announced that Urbana High School begins on August 18th

Annie Adams volunteered at the CU triathlon, which was in Champaign.

I. Future Topics

1. Bicyclist & pedestrian fatalities discussion? [Sara/County Coroner Office]
2. Update on Florida Ave Roadway project [Carmen]
3. Overview of the materials used for road repairs & resurfacing [PW]
4. Battery/e-bike safety & public education discussion [UFD]
5. Bike Safety Initiative by the State
6. Collaboration with Sola Gratia
7. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT – this was moved to Future Topics from New Business during Changes to the Agenda
8. See if Police have time to present to BPAC
9. Safe Routes to School about Snow Angels
10. Sale Routes to School about physical routing
11. Update & revisit Veo contract situation
12. Presentation from MTD about how they operate during snow situations

J. Adjournment

The meeting adjourned at 8:49 pm.

CITY OF URBANA

CITY OF URBANA
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING

DATE: Tuesday, August 18, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES

Members Present: Annie Adams, Nicholas Anand, Carmen Franks, Qiushi Huang, Susan Jones, Kevin Murphy (*late arrival), Peyton Perry, Sarthak Prasad, Sara Rand, Nancy Westcott, Tim Friedman

Others Present: Fiona Monroe

Members Absent: Bruce Michelson, Gisselle Juarez-Alquicira

A. Call to Order and Roll Call

Annie Adams called the meeting to order at 7:03 pm. Roll was taken. A quorum of members was present.

B. Changes to the Agenda

Carmen Franks motioned to add to Unfinished Business vacancies and new member intros, Susan Jones seconded. Motion approved with a unanimous voice cote.

Carmen Franks also motioned to add a discussion on the ordinance for the adding of an MTD representative to BPAC to Unfinished Business, Nancy Westcott seconded. Motion approved with a unanimous voice vote.

C. Approval of Minutes of Previous Meeting

1. July 2026 Meeting Minutes

Nancy Westcott motioned to approve the minutes, Susan Jones seconded. Motion approved with a unanimous voice vote.

D. Public Input

Susan Jones said that a neighbor had to come home in the dark and they said Anderson Road between Washington and Fairlawn is very dark. Carmen will add this concern into Public Works' request system.

*Kevin Murphy arrived at meeting.

E. Unfinished Business

1. BPAC Spending: $1,722.50 for Light the Night lights; Sponsorship of Bike to Work Day

Carmen went over the invoice from Planet Bike where the bike lights were purchased. These lights will be distributed at the Light the Night event on September 22nd.
Carmen Franks motioned to spend $1,722.50 of the Engineering budget on the Light the Night lights on behalf of BPAC, Susan Jones seconded. Motion approved with a unanimous voice vote.

Carmen also went over information about bike month. The City of Urbana/BPAC has been a sponsor of bike month in the past.

Carmen Franks moved to spend $500 on the sponsorship of Bike to Work Day, Susan Jones seconded. Motion approved with a unanimous voice vote.

2. **Vacancies and New Member Intros** [added during Changes to the Agenda]
   BPAC members introduced themselves to the newest member of BPAC. Peyton Perry introduced herself and she is the representative for the Urbana Park District. With Peyton on the commission there are no vacancies on BPAC.

3. **Discussion on the Ordinance for the Adding of an MTD Representative to BPAC** [added during Changes to the Agenda]
   Carmen took the ordinance and resolution discussed in last month's BPAC meeting to the Committee of the Whole meeting. City Council members had concerns that the proposed representative to at-large ratio would dampen the Urbana residents' voices. Carmen went over several alternative options, and it was decided to discuss this further at a future meeting.

F. Reports of City Officials and Staff and Reports of Committees

1. **City Project Updates**
   Carmen Franks gave updates on the following City projects.
   a. Shared Use Path projects
      - Florida Avenue Shared Use Path
      - Bakers Lane Shared Use Path
   b. Roadway projects
      - Country Club Road & Perkins Road
      - Lincoln Avenue Corridor Study
      - North Lincoln Avenue project from Wascher to Killarney
      - Springfield Avenue resurfacing project from Wright to Gregory
      - Florida Avenue project from Wright to Hillcrest
      - Illinois & Vine Street project
      - Traffic Signal Improvements
   c. Sidewalk Improvement projects
      - The City is still developing a plan for maintenance on streetscape bricks downtown
      - CDBG Sidewalk project
   d. EQL Projects
      - EQL FY25 Program – sidewalks, streetlights, and traffic calming

   Carmen also gave an update on the Kickapoo Rail Trail project, although not a City project.

2. **Bikeshare Working Group**
   Carmen said that the City Planner (Evan) has been working hard on getting into contact with Veo and he has a meeting scheduled for Friday with 2 of them to discuss the agreement.

3. **ADA Compliance Working Group**
   Sara has filed two ADA complaints; one has been completed and one is in the process.

   Carmen said that the City has a multi-divisional snow removal group that has had four meetings since June 24th and they are making good progress on what can be done.

4. **Public Outreach & Advocacy Working Group**
   Annie will be reaching out to the Police Department about their safe systems approach and would like to get a presentation on it. She will also be reaching out to Safe Routes to School about signs for wayfinding routes and about the Snow Angel program.

   Kevin said that they are planning to be at the Farmer's Market soon; he is just waiting to hear back from Champaign Bikes.

G. New Business

1. **Sola Gratia Presentation**
   Fiona Monroe is an Outreach & Education manager for Sola Gratia Farm, a not-for-profit urban farm. She talked about what their farm does and her observations from being on a heavily trafficked road (Philo Rd) by pedestrians, bikes, and vehicles.

2. **C-U Active Transportation Plan Update**
   Sarthak said that the ATP committee met on July 23rd. The ATP plans wrap up has been extended to 2027. They received over 500 responses and 18 photo submissions during their public outreach period. You can find more information on this at ccrpc.org/cu-atp. They also talked about the pillars, goals, and objectives of the ATP.

**Kevin Murphy motioned to extend the meeting by 10 minutes, Susan Jones seconded. Motion approved with a unanimous voice vote.

H. Announcements

Sarthak Prasad had the following announcements:
Bike to Work Day is September 16th from 7 am – 10 am
Light the Night is September 22nd from 4 pm – 7 pm
It is move in week for U of I students.

Annie Adams had the following announcements:
She has agreed to have League Certified Instructor (LCI) training in May.
Scooters and bikes on campus must be registered to park on campus.
She would like to do a bike ride around the city to see if lights and crosswalks are working.

Carmen Franks announced that there is a River to Rail ride on the Kickapoo Rail Trail starting in Danville on September 12th.

I. Future Topics

1. Bicyclist & pedestrian fatalities discussion [Sara/County Coroner Office]
2. Update on Florida Ave Roadway project [Carmen]
3. Overview of the materials used for road repairs & resurfacing [PW]
4. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT
5. Battery/e-bike safety & public education discussion [UFD]
6. Bike Safety Initiative by the State
7. Police presentation on their strategic safety plan [UPD]
8. Safe Routes to School: Snow Angels & Physical Routing
9. Presentation from MTD about how they operate during snow situations

J. Adjournment

The meeting adjourned at 9:07 pm.

CITY OF URBANA

CITY OF URBANA
BICYCLE AND PEDESTRIAN ADVISORY COMMISSION MEETING

DATE: Tuesday, October 20, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES – UNAPPROVED

Members Present: Annie Adams, Nicholas Anand, Carmen Franks, Qiushi Huang, Susan Jones, Bruce Michelson, Kevin Murphy, Peyton Perry, Nancy Westcott, Tim Friedman

Others Present: Sarah Lot, Aaron Hoyle-Katz, and members of the public

Members Absent: Sarthak Prasad, Sara Rand

A. Call to Order and Roll Call

Annie Adams called the meeting to order at 7:02 pm. Roll was taken. A quorum of members was present.

B. Changes to the Agenda

Qiushi Huang said that the MTD presentation on paratransit and other resources under New Business will be presented by Sarah Lot instead of herself.

C. Approval of Minutes of Previous Meeting

1. August 2026 Meeting Minutes

Nancy Westcott motioned to approve the minutes, Susan Jones seconded. Motion approved with a unanimous voice vote.

D. Public Input

none

E. Unfinished Business

1. Ordinance & Resolution for MTD Rep

Carmen Franks went over the updated version of the resolution recommending the addition of a Champaign-Urbana Mass Transit District representative to the Bicycle and Pedestrian Advisory Commission and the updated ordinance amending Chapter 23, Article 9 (Regulations for Bicycles). The change would remove Carmen as a voting member but still be a staff representative for the City and replace her with a CUMTD representative [Qiushi]. This would keep the total voting members at 11 and open a vacancy for an at-large member.

Bruce Michelson motioned to approve both documents as amended, Nicholas Anand seconded. Motion approved with a unanimous voice vote.

F. Reports of City Officials and Staff and Reports of Committees

1. City Updates

Carmen Franks gave updates on the following City projects.

a. Shared Use Path projects

- Florida Avenue Shared Use Path

- Bakers Lane Shared Use Path

b. Roadway projects
   - Country Club Road & Perkins Road
   - Lincoln Avenue Corridor Study
   - North Lincoln Avenue project from Wascher to Killarney
   - Springfield Avenue resurfacing project from Wright to Gregory
   - Florida Avenue project from Wright to Hillcrest
   - Illinois & Vine Street project
   - Traffic Signal Improvements

c. Sidewalk Improvement projects
   - The City is still developing a plan for maintenance on streetscape bricks downtown
   - CDBG Sidewalk project

d. EQL Projects
   - EQL FY25 Program – sidewalks, ramps, streetlights, and traffic calming

2. Bikeshare Working Group

Carmen said that the City Planner (Evan) is still working on the agreement with Veo. The City of Champaign's agreement was passed last month and was forwarded to Urbana as a template.

Bruce brought up a concern regarding the increase in charging lithium ion batteries in residences and the lack of headgear being worn when operating Veo bikes.

3. ADA Compliance Working Group

Carmen said that the City's internal interdepartmental group has been meeting regularly about snow removal from sidewalks and ramps. They discussed expanding the snow ordinance zone. They also discussed the Snow Angels group. The snow ordinance zone public release will also be updated with language to include the expectation that everyone is expected to clear their adjacent sidewalks even if you're not in the zone.

4. Public Outreach & Advocacy Working Group

Tim said that the middle school principal asked him if they could do a bike check with students once a quarter. This is like what was done in May this year.

Annie went over some recent events that have happened such as the Weaver Park Trail opening, Bike to Work Day, Let's Ride Illinois, Light the Night, and Walk, Bike, & Roll to School Day.

G. New Business

1. Kickapoo Rail Trail update [Champaign County Forest Preserve District]

Aaron Hoyle-Katz is the Planner for the Champaign County Forest Preserve which has 7 preserves in the area. The KRT was envisioned in the 1990s and follows an abandoned rail corridor. The trail is 24.5 miles long and to date has cost about $30 million. The first segment opened in 2017, and some segments are still being constructed. Aaron went over some trail challenges in Urbana like some crossings and management of the trail.

2. MTD presentation on paratransit and other resources [~~Qiushi –~~ changed to Sarah Lot during Changes to the Agenda]

Sarah Lot is the Special Services Manager at MTD. Special Services handles the ADA transportation for MTD and is for older adults 65+ and people with disabilities. MTD has DASH passes available

with the proper documentation and application from riders which gives them free bus rides in the C-U area.

There are also ADA Paratransit Services for people with disabilities who can't access the big buses. Paratransit vans are door-to-door services. This service can be applied for by going to mtd.org.

3. **Bylaws update / Youth Member renewal [Carmen]**
   Carmen brought up changing some verbiage under Section 1 B (Non-Voting Member) of the Bylaws. The last sentence of paragraph one in this section would be changed to "This member shall have a one (1) year term renewable by Mayoral appointment, which shall cease once the member is no longer a student in good standing within Urbana School District #116."

   Bruce Michelson motioned to approve the document as amended, Nicholas Anand seconded. Motion approved with a unanimous voice vote.

**Susan Jones motioned to extend the meeting by 15 minutes, Nicholas Anand seconded. Motion approved with a unanimous voice vote.

4. **Vine & Main St Intersection History [Annie]**
   Annie presented on the intersection of Main and Vine and its constant danger to pedestrians, cyclists, and drivers.

   Bruce suggested No Turn on Red signs at this intersection as an expensive, quick fix for now.

   Carmen said that signal timing was adjusted after a report from Fehr Graham was completed. RPC has this intersection listed in their safety plan that they are working on now.

H. Announcements

Annie Adams announced that there will be a Bike Potluck on Sunday, October 25th at 12:30 pm at the new pavilion in Weaver Park.

I. Future Topics

1. Rules of the Road for All Users Overview [UPD or Carmen]
2. Update for CUUATS Safety Committee [Carmen/Sarthak]
3. Update on Florida Ave Roadway project [Carmen]
4. Urbana Police Strategic Safety Plan [UPD]
5. ADA Transition Plan Update [Carmen]
6. Overview of the materials used for road repairs & resurfacing [PW]
7. Battery/e-bike safety & public education discussion [UFD]
8. Bike Safety Initiative by the State
9. Wayfinding Needs: 2020 Plan, Downtown Public Realm Study, KRT
10. C-U Safe Routes to School - Snow Angels [MTD]
11. C-U Safe Routes to School - Physical Routing
12. MTD Snow Removal Services [MTD]
13. Bicyclist & Pedestrian Fatalities Data [Sara/County Coroner]

Annie suggested the below future topics:

- Having the architect for the bus shelter at Ivanhoe Estates come talk about shade equity.
- Annie doing a presentation on Minneapolis and their infrastructure for a safe system
- Having an enhanced crosswalk on Broadway between Parcadia and the food hall.

J. Adjournment

The meeting adjourned at 9:14 pm.

11.7 NON-INFRASTRUCTURE RECOMMENDATIONS

In addition to the development of bikeways and trails (Engineering), the other 4 E's (Education, Encouragement, Enforcement, and Evaluation) are the best way to increase the number of bicyclists safely using the bikeway system in Urbana. Many people are afraid to bike anywhere besides off-road trails, because of their concern and perception about safety and security. The 4 non-infrastructure E's can lessen these concerns and enhance the bicycling experience in and around Urbana.

11.7.1 EDUCATION RECOMMENDATIONS

Education and awareness of bicyclists and motorists is vital to increasing bicycling while improving safety and encouraging ridership. It is important to educate not only bicyclists but motorists as well, so that each group will be aware of their legal rights and responsibilities, safety precautions they can take, and be more cognizant of other users.

1. ***K-12 Bicycle Education Curriculum:*** Coordinate with local schools to incorporate bicycle education into existing curriculum, such as physical education and health.
   Potential Partners: Urbana School District, private schools (e.g. University High School), Champaign-Urbana Safe Routes to School (C-U SRTS) Project, Champaign County Bikes (CCB)



Figure 208 Neutral Cycle owner working with Urbana Middle School (UMS) students in an after-school C-U SRTS Project bike education class (Credit: Neutral Cycle)

2. ***Map Updates and Distribution:*** Continue updating and distributing maps with existing bicycle and trail facilities as the network continues to grow, including but not limited to: Champaign County Greenways and Trails Map, Champaign-Urbana Bike Guide & Map, and a future Urbana Green Loop Trail Map. Produce an online map or mobile application with existing bikeways and preferred routes. Coordinate with existing online map sources (e.g. Google) to ensure accuracy of existing bikeways and preferred routes.
   Potential Partners: CCB, Ride Illinois, Champaign County Regional Planning Commission (CCRPC), City of Urbana, mobile app developers, Google, Open Street Map
3. ***Road User Safety Campaigns:*** Continue to convey the message to encourage bicyclists and motorists to obey traffic laws and show respect to other road users (see Figure 209).
   Potential Partners: C-U SRTS Project, City of Urbana, Champaign-Urbana Mass Transit District (CUMTD)
4. ***Driver's Education Curriculum:*** Coordinate with local schools and driving schools to incorporate bicycle education into driver's education curriculum, using tools such as the Illinois Bike Safety Quiz.
   Potential Partners: Urbana School District, private schools (e.g. University High School), driving schools, CCB, Ride Illinois

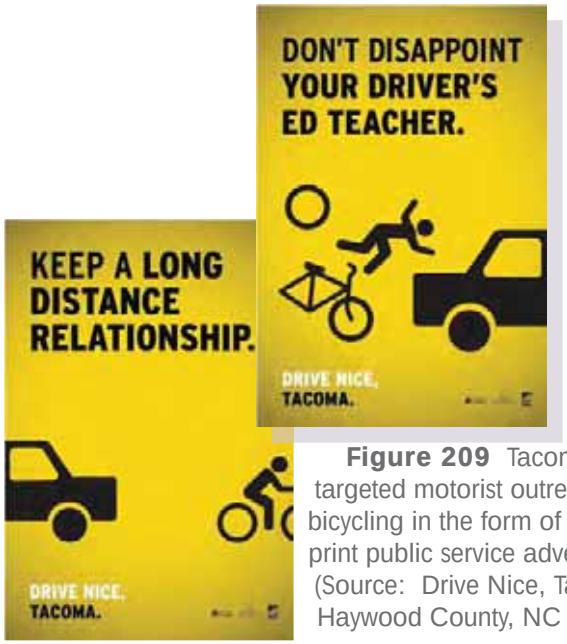


Figure 209 Tacoma, WA targeted motorist outreach about bicycling in the form of poster and print public service advertisements (Source: Drive Nice, Tacoma via Haywood County, NC Bike Plan)

ORDINANCE NO. 2026-08-022

AN ORDINANCE AMENDING URBANA CITY CODE ARTICLE XI – REGULATIONS FOR BICYCLES, CHAPTER 23 – LOCAL TRAFFIC CODE, SECTION 147 – COMPOSITION, APPOINTMENT, TERMS, QUORUM

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 regulate for the protection of the public health, safety, and welfare; and

WHEREAS, the City Council established the Bicycle and Pedestrian Advisory Commission (BPAC) to address issues and concerns involving or affecting pedestrians and bicyclists within the community; and

WHEREAS, Article XI, Section 23-147 of the City Code names organizations with an interest and expertise in bicycle and pedestrian issues with member representatives serving on BPAC; and

WHEREAS, Article XI, Section 23-147 of the City Code does not include the Champaign-Urbana Mass Transit District (MTD) as one of the organizations with an interest and expertise in bicycle and pedestrian issues with member representatives serving on BPAC; and

WHEREAS, BPAC held open discussions regarding the inclusion of the MTD as an organization with a member representative serving on BPAC due to the organization's interest and expertise in bicycle and pedestrian issues; and

WHEREAS, BPAC determined that the City of Urbana Public Works Department representative could serve BPAC as a non-voting member with duties described in the bylaws of BPAC; and

WHEREAS, BPAC adopted a Resolution requesting the City Council amend the City Code to include a member representative from the MTD on BPAC; and

WHEREAS, the Urbana City Council desires to amend Chapter 23, Article XI of the City Code to include the MTD as an organization with a representative on BPAC nominated by the organization.

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

Section 1. Urbana City Code Chapter 23, "Local Traffic Code"; Article XI, "Regulations for Bicycles" shall be amended by amending Subsection 23-147(a) as set forth hereinafter (removed language has a strikethrough, like ~~this~~; added language is underlined):

(a) The bicycle and pedestrian advisory commission shall consist of eleven (11) members appointed by the mayor, and approved by the council, from constituencies which have an interest and expertise in bicycle and pedestrian issues. Four (4) members shall be representatives nominated by the following organizations:

(1) Urbana School District No. 116;

(2) Urbana Park District;

(3) University of Illinois;

(4) ~~City of Urbana Public Works Department~~ Champaign-Urbana Mass Transit District.

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

The Ordinance is hereby passed by the affirmative vote, the "ayes" and "nays" being called, of a majority of members of the Council of the City of Urbana, Illinois, at a meeting of said Council.

PASSED BY THE CITY COUNCIL this day of , 2026.

AYES:

NAYS:

ABSTENTIONS:

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Darcy E. Sandefur, City Clerk

APPROVED BY THE MAYOR this day of , 2026.

_____

DeShawn B. Williams, Mayor