



DATE: Monday, August 03, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call
- B. Approval of Minutes of Previous Meeting
 - 1. 06-01-2026 Committee of the Whole Meeting Minutes
 - 2. 06-08-2026 City Council Meeting Minutes
 - 3. 06-15-2026 Committee of the Whole Public Hearing Minutes
- C. Additions to the Agenda
- D. Presentations and Public Input
- E. Council Input and Communications
- F. Reports of Standing Committees
- G. Committee of the Whole (*Council Member Stephanie Cockrell, Ward 5*)
 - 1. Consent Agenda
 - 2. Regular Agenda
 - a. **Resolution No. 2026-07-043R:** A Resolution Approving an Increase in the Number of Liquor Licenses in the Class P Designation for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue, Urbana, Ill. – Exec
 - b. **Ordinance No. 2024-12-042:** An Ordinance Amending Chapter 2 (Administration) of the Urbana City Code Establishing Approval, Policy, and Reporting Requirements for the Acquisition and Use of Surveillance Technology – CM Wilken
- H. Reports of Special Committees
- I. Reports of Officers
 - 1. Urbana Housing Needs Study – Existing Conditions

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>

J. Mayoral Appointments

1. **Board and Commission Reappointments**

a. **Housing Authority of Champaign County Board of Directors**

– Peter McFarland (term ending July 31, 2031)

b. **Civil Service Commission**

– Tom Betz (term ending June 30, 2029)

Building Safety Code Board of Appeals

– Brad Houk (term ending June 30, 2031)

Sustainability Advisory Commission

– Morgan White (term ending June 30, 2029)

The Urbana Free Library Board of Trustees

– Justin Kingston (term ending June 30, 2029)

2. **Board and Commission Appointments**

a. **Urbana Arts & Culture Commission**

– Sheila Parinas (term ending June 30, 2029)

b. **Plan Commission**

– Anna Hough (term ending June 30, 2029)

Sustainability Advisory Commission – Youth Seat

– Peter Wald (term ending December 11, 2026)

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@urbanail.gov. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable.

Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or

behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If an accommodation is needed to participate in a City meeting, please contact the City Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366
- Email: CityClerk@urbanail.gov



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

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

Meeting: July 20, 2026, Committee of the Whole Meeting
Subject: Increasing the Number of Class P Liquor Licenses for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue

Summary

Action Requested

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

Brief Background

Shaun & Singh Inc. d/b/a Beverage Genie has applied for a Class P (Package) liquor license for their establishment located at 1506 North Cunningham Avenue.

Relationship to City Services and Priorities

Impact on Core Services N/A

Strategic Goals & Plans N/A

Previous Council Actions

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

Discussion

Additional Background Information

A Class P license permits the licensee to sell at retail any and all alcoholic liquor in original package form for consumption off premises only.

It is prohibited to sell, serve, or allow others to sell or serve alcoholic beverages in Urbana without the appropriate license or if the sale or service does not adhere to the requirements of the specific license class and its conditions.

Anyone responsible for a liquor-licensed premises must quickly report any disturbances, violence, or issues on the property to the police. License holders must also keep their premises, surrounding areas, and nearby spaces clean and free of litter. The Local Liquor Commissioner can issue a

notice to address litter, and if it is not fixed within 24 hours, the license could be revoked, or other legal action may be taken.

Recommendation

City Council is asked to approve the Class P liquor license for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue.

Next Steps

If the attached resolution is approved, the Deputy Local Liquor Commissioner will prepare and issue a Class P liquor license for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue, with an expiration date of June 30, 2026.

Attachments

A Resolution Approving an Increase in the Number of Liquor License in the Class P Designation for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue, Urbana, Ill.

Originated by: Kate Levy, Executive Coordinator/Deputy Local Liquor Commissioner

Reviewed: Darius L. White, City Administrator

Approved: DeShawn B. Williams, Mayor/Local Liquor Commissioner

RESOLUTION NO. _____

**A RESOLUTION APPROVING AN INCREASE IN THE NUMBER OF LIQUOR
LICENSES IN THE CLASS P DESIGNATION FOR
SHAUN & SINGH INC., D/B/A BEVERAGE GENIE, 1506 NORTH CUNNINGHAM
AVENUE, URBANA, ILL.**

WHEREAS, the City Council has adopted Urbana City Code Section 3-42 to establish limits on the number of liquor licenses issued in the City; and

WHEREAS, Section 3-42(c) of the Urbana City Code provides that a majority of the corporate authorities then elected to office have to approve the creation of a new license; and

WHEREAS, an application for a liquor license in the Class P designation has been submitted to the Local Liquor Commissioner; and

WHEREAS, the City Council finds that the best interests of the City are served by increasing the number of liquor licenses in the Class P designation by one for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue, Urbana, Ill.

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

The maximum number of liquor licenses in the Class P designation is hereby increased by one for Shaun & Singh Inc. d/b/a Beverage Genie, 1506 North Cunningham Avenue, Urbana, Ill. The schedule of maximum number of authorized licenses for the respective classification maintained by the Local Commissioner shall reflect such increase.

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

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sandefur, City Clerk

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

DeShawn B. Williams, Mayor

MEMORANDUM TO THE URBANA, IL COMMITTEE OF THE WHOLE & CITY COUNCIL

Meeting: May 19, 2025 Committee of the Whole

Subject: Ordinance No. 2024-12-042: An Ordinance Establishing Approval, Policy, and Reporting Requirements for Surveillance Technology and databases

Sponsors: Council Members Grace Wilken & Jaya Kolisetty

Summary

Action requested

City Council is asked to approve the attached Ordinance, which requires and clarifies the process for procurement and use of policing technology and databases that can be used to monitor, track, and identify specific individuals or groups. This Ordinance codifies the public approval process for specific surveillance technologies or databases; it does not dictate the use of any given technology (that would be voted on by Council).

Overall, the Ordinance establishes the Council approval and public input process for new and existing policing technologies and databases. The attached definitions clarify the relevant types of technology and databases, the Use Report, Use Policy, and Policing Technology Annual Report.

Brief Background & Previous Action

City of Urbana adopted the Ten Shared Principles on June 22, 2020 in Resolution No. 2020-06-031R which states “We reject discrimination toward any person that is based on race, ethnicity, religion, color, nationality, immigrant status, sexual orientation, gender, disability, or familial status;” provides support to “build and rebuild trust through procedural justice, transparency, accountability, and honest recognition of past and present obstacles” and advocates for “the four pillars of procedural justice, which are fairness, voice (i.e., an opportunity for citizens and police to believe they are heard), transparency, and impartiality”

City of Urbana reaffirmed its commitment as a sanctuary city in Resolution No. 2016-12-070R, stating that “the City Council and the Mayor will join with councils and mayors from other communities around the country to stand with our immigrant residents and defend policies that welcome and protect immigrants...” and that “no city employee or official or department or agency of the City of Urbana shall request information about or otherwise investigate or assist in the investigation of the citizenship or immigration status of any person unless such inquiry or the investigation is required by a court order...”

The City of Urbana commissioned the completion of a review of UPD and UFD policies and staffing requirements by Berry Dunn consultants. The report on the first phase of the study included community stakeholder meetings, professional stakeholder meetings, community interest group and individual meetings, and an online survey, all of which included responses from community members showing “a desire for more active transparency” (page 58). The report noted transparency as one of the four pillars of procedural justice and is included in the six pillars of 21st Century Policing, and that not providing transparency through community input “can foster mistrust and damage relationships” (page 159).

In, September of 2021, the Urbana City Council was asked to approve a budget amendment, allowing the City to move funds in order to purchase automatic license plate readers. After much discussion and public input, including Town Hall Meetings, the budget amendment failed, with a 4 to 3 vote, in November of 2021. This instance highlighted the fact that there was no procurement policy for police surveillance technology.

During the budget discussions in June of 2023, Council Members Wilken and Evans proposed additional language to the budget ordinance that clarified the intended use of approved funds and required Council approval and due public process for the purchase of certain surveillance technologies. That proposed language failed, with a 5 to 2 vote. There was feedback from Council members on how to improve the language, and comments that they would entertain a discussion about surveillance policy in the future.

In response to the proposed budget language, on the June 26, 2023 City Council meeting, Mayor Marlin stated that, “The city of Urbana will not authorize or purchase Automated License Plate Reader (ALPR) technology, without explicit majority approval from the Urbana City Council. While the prior debate and vote on ALPRs centered on a budget amendment to purchase ALPRs, rather than a general policy statement, the council discussion and 4-3 vote defeating the amendment, made the position of the majority of council very clear.”

The attached Ordinance is a product inspired from years of discussion and thought in the Urbana community. The Ordinance is intended to simply codify the understanding by which the City has been operating for years, and define mechanisms public reporting. It has undergone some preliminary reviews, and continued feedback and collaboration is welcomed.

Financial Impact

There is no expected direct financial impact of this Ordinance.

Additional Information & Resources

Model Legislation from the Policing Project, New York University School of Law (this is similar to the originally proposed Ordinance):

<https://static1.squarespace.com/static/58a33e881b631bc60d4f8b31/t/5df2acb192c2512f27a73c12/1576185009882/ADAPT+Act.pdf>

General resources on legislation for policing technology from the Policing Project:

<https://www.policingproject.org/policing-technology-model-statutes-and-legislative-resources>

Ordinance on surveillance technology from Boston, MA (these definitions were used for the updated Ordinance):

<https://www.boston.gov/sites/default/files/file/2021/09/Docket%20%230397%20%282%29.pdf>

Boston Police Department 2023 Annual Surveillance Technology Report:

https://www.boston.gov/sites/default/files/file/2024/07/2023%20City%20of%20Boston%20Annual%20Surveillance%20Reports_0.pdf

Oakland, CA Ordinance to amend the City Code regarding police surveillance:

<https://cao-94612.s3.us-west-2.amazonaws.com/documents/OMC-9.64-January-2021-005.pdf>

Oakland, CA Privacy Commission – other resources and ordinances:

<https://www.oaklandca.gov/documents/privacy-advisory-board-ordinances-and-resolution>

ACLU Community Control Over Police Surveillance (this is the same group that created the guiding principles that were attached in the packet for the December 16, 2024 Committee of the Whole meeting):

<https://www.aclu.org/community-control-over-police-surveillance#:~:text=The%20proliferation%20in%20local%20police,color%20and%20low%20income%20communities.>

Research on data privacy and communities of color, from the Brookings Institution:

<https://www.brookings.edu/articles/police-surveillance-and-facial-recognition-why-data-privacy-is-an-imperative-for-communities-of-color/>

ACLU article on the use of ALPR data by ICE (US Immigration and Customs Enforcement) to target people who have immigrated to the US, including in Illinois and in “sanctuary cities”:

<https://www.aclu.org/news/immigrants-rights/documents-reveal-ice-using-driver-location-data>

Forbes article on lawsuits over license plate readers:

<https://www.forbes.com/sites/larsdaniel/2024/10/22/warrantless-surveillance-federal-lawsuit-challenges-flock-safety-cameras/>

ACLU model legislation: <https://www.aclu.org/documents/community-control-over-police-surveillance-model-bill>

Attachments

1. Ordinance No. 2024-12-042: An Ordinance Establishing Approval, Policy, and Reporting Requirements for Surveillance Technology and Databases (version 6)
2. Attachment A, Definitions (Ordinance No. 2024-12-042)

ORDINANCE NO. 2024-12-042

**AN ORDINANCE AMENDING CHAPTER 2 (ADMINISTRATION) OF THE
URBANA CITY CODE ESTABLISHING APPROVAL, POLICY, AND REPORTING
REQUIREMENTS FOR THE ACQUISITION AND USE OF SURVEILLANCE
TECHNOLOGY**

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, and the passage of this Resolution constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, the City of Urbana reaffirmed its commitment as a sanctuary city in Resolution No. 2016-12-070R, stating that “the City Council and the Mayor will join with councils and mayors from other communities around the country to stand with our immigrant residents and defend policies that welcome and protect immigrants...” and that “no city employee or official or department or agency of the City of Urbana shall request information about or otherwise investigate or assist in the investigation of the citizenship or immigration status of any person unless such inquiry or the investigation is required by a court order...”; and

WHEREAS, the City of Urbana adopted the Ten Shared Principles on June 22, 2020 in Resolution No. 2020-06-031R which states “We reject discrimination toward any person that is based on race, ethnicity, religion, color, nationality, immigrant status, sexual orientation, gender, disability, or familial status;” provides support to “build and rebuild trust through procedural justice, transparency, accountability, and honest recognition of past and present obstacles” and advocates for “the four pillars of procedural justice, which are fairness, voice (i.e., an opportunity for citizens and police to believe they are heard), transparency, and impartiality”; and

WHEREAS, it is the Urbana City Council (“Council” or “City Council”) and City's responsibility to legislate matters of public safety and accountability to the public, and any use or expense of surveillance technology require due public process and approval from City Council; and

WHEREAS, the Urbana City Council finds that no decision relating to surveillance technology should be made without collaborative community input and consideration of the impact such technologies may have on civil rights and civil liberties, including those rights guaranteed by Article I of the Illinois Constitution and the First, Fourth, and Fourteenth Amendments to the United States Constitution; and

WHEREAS, the use of surveillance technologies are known to have had a significant, detrimental impact on civil rights and civil liberties, namely the invasion of an individual's privacy and infringing on their right to be left alone, including those guaranteed by the First, Fourth and Fourteenth Amendments to the United States Constitution, and thus it is incumbent on public officials seeking to fund, acquire, or use a surveillance technology to expressly identify the potential adverse impacts the technology may have on civil rights and civil liberties and what specific measures it will undertake to prevent such adverse impacts; and

WHEREAS, surveillance technologies can create oppressive, stigmatizing environments when used indiscriminately, continuously, or pervasively, especially for communities that have historically been disproportionately targeted by their use, such as communities of color, low-income communities, and politically active communities; and

WHEREAS, the urgency to publicly process the acquisition of surveillance technologies is necessitated by new concerns whether surveillance technologies will be used to apprehend people from out-of-state seeking abortions and other reproductive healthcare in Illinois; people without legal immigration status who seek asylum and would be sought for deportation; peaceful individuals or organizations exercising their rights, including expressing grievances against the government; and people whose race, national origin, ethnic identity, gender identity, sexual orientation, or other protected demographics place them under potential for additional surveillance; and

WHEREAS, the need for a public process to acquire surveillance technologies is further required because of the likelihood that federal law enforcement agencies will access any data stored by surveillance technologies; and

WHEREAS, as of the passing of this ordinance, there is no current city policy on the use and acquisition of police surveillance technology, and it is therefore necessary to clarify the Council's position on the required processes of public accountability; and

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

Section 1. That Chapter 2 of the Code of Ordinances, City of Urbana, Illinois, is hereby amended by adding an article, to be numbered Article XI, which said section shall read as follows:

Chapter 2 – ADMINISTRATION

ARTICLE XI – ACQUISITION AND USE OF SURVEILLANCE TECHNOLOGY

Section 2-220. – Purpose.

The purpose of this ordinance is to provide transparency, oversight, and accountability regarding the acquisition and use of surveillance technology and the data it collects by the City of Urbana, and to protect privacy, civil rights, and racial and immigrant justice.

Nothing in this ordinance is intended to restrict or delay lawful, real-time law enforcement decision-making in situations involving public safety, emergency response, or active investigations.

Section 2-221. – Definitions:

- (a) *Exigent Circumstances* means the Mayor or their designee’s good faith and reasonable belief that an emergency involving danger of death, physical injury, or significant property damage or loss, similar to those that would render it impracticable to obtain a warrant, requires the use of the surveillance technology or the surveillance data it provides. The use of surveillance technology in exigent circumstances shall not infringe upon an individual’s right to peacefully protest or exercise other lawful and protected constitutional rights.
- (b) *Surveillance* means the act of observing or analyzing the movements, behavior, or actions of identifiable individuals.
- (c) *Surveillance Technology* means any device, hardware, or software that is designed, intended, or primarily used for collecting, capturing, recording, retaining, processing, intercepting, analyzing, monitoring, or sharing audio, visual, digital, location, thermal, biometric, associational, or similar information specifically associated with, or capable of being associated with, any identifiable individual or group.
 - 1) Examples of Surveillance Technology include, but are not limited to:
 - a. International mobile subscriber identity (IMSI) catchers and other cell-site simulators;
 - b. Automatic license plate readers;
 - c. Closed-circuit television cameras except as otherwise provided herein;
 - d. Biometric Surveillance Technology, including facial, voice, iris, and gait recognition software and databases;
 - e. Gunshot detection and location hardware and services;

- f. GPS tracking systems that monitor an individual's location without authorization;
 - g. X-ray vans;
 - h. Video and audio monitoring and/or recording technology that can be remotely accessed, including privately owned devices such as doorbell or private security cameras;
 - i. Surveillance enabled or capable light bulbs or light fixtures;
 - j. Tools, including software and hardware, used to gain unauthorized access to a mobile device, computer, computer service, or computer network;
 - k. Social media monitoring software;
 - l. Through-the-wall radar or similar imaging technology;
 - m. Passive scanners of radio networks;
 - n. Long-range Bluetooth and other wireless-scanning devices;
 - o. Thermal imaging or "forward-looking infrared" devices or cameras;
 - p. Electronic database systems containing or analyzing surveillance data about identifiable individuals;
 - q. Radio-frequency identification (RFID) scanners; and
 - r. Use of aerial drones by or on behalf of the City within City limits, in addition to compliance with the Illinois Freedom from Drone Surveillance Act.
 - s. Software designed to integrate or analyze data from surveillance technology, including surveillance target tracking and predictive policing software.
- 2) Surveillance Technology does not include the following devices, software, or hardware, which are exempt from the requirements of this ordinance, unless the devices, hardware, or software are modified to include additional surveillance capabilities:
- a. Routine office hardware, such as televisions, computers, and printers, that are in widespread public use and will not be used for any surveillance or surveillance-related functions;
 - b. Parking ticket devices (PTDs) and related databases;
 - c. Manually operated, non-wearable, handheld digital cameras, audio recorders, and video recorders that are not designed to be used surreptitiously and whose functionality is used for manually capturing and manually downloading video and/or audio recordings;
 - d. Cameras installed in or on a police vehicle;
 - e. Body-worn cameras as required by the Illinois Law Enforcement-Worn Body Camera Act, 50 ILCS 706/10-1 *et seq.*, as amended;
 - f. Cameras installed pursuant to state law authorization in or on any vehicle or along a public right-of-way solely to record traffic violations or traffic patterns, provided that the Surveillance Data gathered is used only for that purpose;
 - g. Surveillance devices that cannot record or transmit audio or video or be remotely accessed, such as image stabilizing binoculars or night vision goggles;

- h. City databases that do not and will not contain any Surveillance Data or other information collected, captured, recorded, retained, processed, intercepted, or analyzed by Surveillance Technology;
 - i. Manually operated technological devices that are used primarily for internal City communications and are not designed to surreptitiously collect Surveillance Data, such as radios and email systems;
 - j. Card readers and key fobs used by City employees and other authorized persons for access to City-owned or controlled buildings and property;
 - k. Cameras installed on City property solely for security purposes, including closed-circuit television cameras installed by the City to monitor entryways and outdoor areas of City-owned or controlled buildings and property for the purpose of controlling access, maintaining the safety of City employees and visitors to City buildings, and protecting City property;
 - l. Security cameras including closed-circuit television cameras installed by the City to monitor cashiers' windows and other cash-handling operations on City property and to maintain the safety of City employees and visitors to such areas;
 - m. Technology that monitors only City employees in response to complaints of wrongdoing or in order to prevent waste, fraud, or abuse of City resources.
 - n. Personal communication devices that have not been modified beyond stock manufacturer capabilities in a manner described above, provided that any bundled Face Recognition Technology is only used for the sole purpose of user authentication in the regular course of conducting City business.
 - o. Case specific use of publicly available information, open-source intelligence, and federally or state-regulated criminal justice databases and federal and state law enforcement infrastructure such as Law Enforcement Agencies Data Systems (LEADS); National Crime Information Center (NCIC); Combined DNA Index System (CODIS); National Integrated Ballistic Information Network (NIBIN); and other similar systems.
- (d) "Use Report" shall mean a publicly released, legally enforceable written report that includes, at a minimum, the following:
- 1) Information describing the surveillance technology and how it works.
 - 2) Information on the proposed purpose(s) of the surveillance technology.
 - 3) If the surveillance technology will not be uniformly deployed throughout the city, what factors will be used to determine where the technology will be deployed or targeted, and the location(s) where it may be deployed and crime statistics for such location(s).
 - 4) The fiscal impact of the surveillance technology, including initial purchase and other known ongoing costs, including impact on personnel time, along with any current or potential sources of funding.

- 5) An assessment of whether use of the surveillance technology will have an unwarranted disparate impact on protected classes and demographics, as defined in the Illinois Civil Rights Act of 2003, the Urbana Human Rights Ordinance, and other relevant laws and policies.
 - 6) An assessment identifying any potential adverse impacts the surveillance technology, if deployed, might have on civil liberties and civil rights, and what specific, affirmative measures will be implemented to safeguard the public from the potential adverse impacts.
 - 7) Whether use or maintenance of the surveillance technology will require data gathered by the technology to be handled or stored by a third-party vendor on an ongoing basis.
 - 8) Sensitive Surveillance Technology Information (SSTI) will not be included in Use Reports.
- (e) “Use Policy” shall mean a publicly released, legally enforceable written policy governing the use of the surveillance technology that, at a minimum, includes and addresses the following:
- 1) Purpose: What specific purpose(s) the surveillance technology is intended to advance.
 - 2) Description of the authorization for use of the surveillance technology: specifically, what legal and procedural rules will govern each authorized use; what potential uses of the surveillance technology will be expressly prohibited such as the warrantless surveillance of public events and gatherings; and how and under what circumstances will surveillance data that was collected, captured, recorded, or intercepted by the police technology be analyzed and reviewed.
 - 3) Description of data collection, protection, and retention: specifically, what types of surveillance data will be collected, captured, recorded, intercepted, or retained by the police technology; what safeguards will be used to protect surveillance data from unauthorized access; for what maximum limited time period the surveillance data will be retained; and by what process the surveillance data will be regularly deleted after the retention period.
 - 4) Description of data sharing: specifically, which governmental agencies, departments, bureaus, divisions, or units will be approved for data sharing; how such sharing is necessary for the stated purpose and use of the surveillance technology; and what mechanisms will ensure any entity sharing access to the surveillance technology or surveillance data complies with the applicable surveillance use requirements within the Urbana “Use Policy” and does not further disclose the surveillance data to unauthorized persons and entities.

- 5) Training: The training required for any individual authorized to use the surveillance technology or to access information collected by the surveillance technology.
 - 6) Auditing and Oversight: The mechanisms to ensure that the surveillance use policy is followed, including internal personnel assigned to ensure compliance with the surveillance use policy, internal record keeping of the use of the technology or access to information collected by the technology, technical measures to monitor for misuse, any independent person or entity with oversight authority.
 - 7) Sensitive Surveillance Technology Information (SSTI) will not be included in Use Policies.
- (f) "Surveillance Technology Annual Report" shall mean a written report covering each surveillance technology in use over the past year that is publicly released at least once per year and shall, at a minimum, include the following:
- 1) A summary of how each surveillance technology was used, including locations and neighborhoods where technology or equipment was deployed, and information that may assist the City Council to assess whether the surveillance technology has been effective at achieving its identified purposes.
 - 2) Total annual costs for each surveillance technology and database, including personnel and other ongoing costs, and what source of funding will fund the technology in the coming year.
 - 3) How often and what type of collected surveillance data was shared with and received from any external persons or entities; under what legal standard(s) the information was disclosed; and the justification for the disclosure(s).
 - 4) A summary of complaints or concerns that were received about each surveillance technology.
 - 5) The results of any internal audits, any information about violations of the Use Policy, and any actions taken in response to complaints or concerns.
 - 6) Justification for the continued use of each surveillance technology.
 - 7) Sensitive Surveillance Technology Information (SSTI) will not be included in Annual Reports.
- (g) "Sensitive Surveillance Technology Information" means any information about Surveillance Technology that, if publicly disclosed, could unreasonably expose or endanger City infrastructure or adversely impact the operations of City departments. This also includes information about Surveillance Technology for which public disclosure may otherwise be prohibited by law.

Section 2-222. – Approval Process for Surveillance Technology Acquisition or Use

- (a) When a City Department seeks to acquire or use new surveillance technology or change an existing Use Policy, it shall, prior to such acquisition or use obtain approval by majority vote of the Urbana City Council prior to purchasing, acquiring, or using any new surveillance technology, which includes adding data from a new source or new analytic tools in a manner which changes the functionality of the existing data collected by the surveillance technology.
- (b) At least thirty (30) days prior to seeking approval of a surveillance technology, the City shall submit to the City Council and make publicly available a written and unredacted surveillance technology “Use Report,” along with a draft of the proposed surveillance technology “Use Policy.” During this time, the public will have the opportunity to provide input to the City Council.
- (c) Once approved or denied by the City Council, surveillance technology may be reconsidered under the following circumstances:
 - 1) Twelve (12) months or more after its most recent vote to approve or reconsider the technology;
 - 2) At any time, due to a demonstrable material change in circumstances that may affect the City Council’s intent in previously approving or denying the use of a particular technology, including but not limited to the following:
 - a. evidence showing that the approved use of a technology has led to an outcome indicating a discriminatory impact or some other infringement of individual rights;
 - b. a change in the law that changes or materially impacts the previously approved or denied use of such technology;
 - c. the revelation of a previously unknown capability, functionality, or application of the approved technology that is inconsistent with the City Council’s previous intent in approving or denying the technology; or
 - 3) A request to reconsider a previously approved or denied surveillance technology may be placed on a Committee of the Whole agenda by the Mayor or by council members consistent with City Council rules in effect at the time of the request.
 - 4) Once a request for reconsideration is placed on a Committee of the Whole agenda, the City Council must then vote on whether to proceed with formal reconsideration of the technology.
 - 5) Approval of reconsideration under paragraph (c)(1) of this section shall be by a simple council majority. Approval of reconsideration under paragraph (c)(2) of this section shall be by a 2/3 vote of the corporate authorities.

- 6) If a request for reconsideration is approved by the City Council, the party requesting reconsideration will present to the City Council the material basis for the reconsideration, if applicable, and any proposed Council action, at a future Committee of the Whole meeting.

Section 2-223. – Standard for Approval of Surveillance Technology

- (a) When evaluating a request for the use of surveillance technology, the City Council may consider a range of factors, including but not limited to:
 - 1) The potential public safety benefits and effectiveness of the technology.
 - 2) The economic, social, and community costs associated with its implementation and use.
 - 3) Any potential impacts on civil liberties and civil rights, including privacy concerns.
 - 4) The possibility of disparate impacts on specific communities or groups.
 - 5) Safeguards or oversight mechanisms that could mitigate risks or unintended consequences.
 - 6) Alternative methods or technologies that could achieve similar outcomes with fewer negative effects.

Section 2-224. – Reporting and Approval of Existing Surveillance Technologies

- (a) For all existing or hereinafter approved surveillance technology in use, a “Surveillance Technology Annual Report” will be publicly available and presented to City Council each year, which includes a current copy of the “Use Policy” for each technology and other information included in the definition.
- (b) For all surveillance technology referenced here that are already in use at the time this Ordinance is approved:
 - 1) The City shall present to City Council a “Use Report” and “Use Policy” for each technology in use, within one hundred twenty (120) days of the passing of this Ordinance, unless otherwise extended with approval by majority vote from City Council. No more than two (2) extensions shall be granted for any individual technology or database in use.
 - 2) The existing surveillance technologies shall require a formal approval process (as outlined in Section 2 and 3 of this Ordinance) as soon as the information on each technology is made available.
 - 3) If the Council has not voted to approve or deny the continued use of the existing technology within the specified timeframe, the City Department may continue its use of the surveillance technology while the Council approval process is pending,

provided the City Department has provided all documents and information required under this ordinance, and no violation of law or policy has been identified concerning its ongoing use of the technology.

- 4) During the period that continued use is not yet approved, the technology or database contract shall not be renewed or extended even if the result would be the termination of availability of the use before one hundred eighty (180) days.

Section 2-225. – Contractual Agreements Involving Surveillance Technology

- (a) Except where otherwise allowed under this Ordinance all contracts or agreements for the acquisition or use of surveillance technology, regardless of duration or cost, shall require formal approval by a majority vote of the City Council prior to execution.
- (b) Prior to approval, City Departments, through the Mayor's Office, shall provide all members of City Council with a complete copy of any and all contract(s) or other agreement(s) for the purchase, acquisition, or use of any new surveillance technology. Consistent with its obligations under the Illinois Freedom of Information Act (FOIA) and current practice, the City shall not enter into a nondisclosure agreement or contractual confidentiality provision with any surveillance technology vendor or third-party provider that limits or purports to limit the disclosure of records or information subject to FOIA.
- (c) The City shall not enter into any contract or other agreement that facilitates the sharing of surveillance data in the City's possession with any non-governmental entity or third party in exchange for money or other consideration, whether or not such surveillance data was generated by or is owned by the City. Any such contracts or agreements signed prior to the enactment of this ordinance that are inconsistent with this section shall be terminated as soon as is permissible under the terms of the agreement.

Section 2-226. – Exigent Circumstances

- (a) Notwithstanding the provisions of this ordinance, the City Department may temporarily acquire or temporarily use surveillance technology in exigent circumstances for a period not to exceed 30 days, with approval from the Mayor or their designee, without following the provisions of approval stated in this ordinance before that acquisition or use.
- (b) If the City Department acquires or uses surveillance technology in exigent circumstances under this section, the City Department must:
 - 1) Report that acquisition or use to the City Council in writing within 30 days following the end of those exigent circumstances and the use of the surveillance technology.

- 2) Submit a Use Report and, if necessary, a technology-specific Use Policy to the City Council regarding that Surveillance Technology within 30 days following the end of those Exigent Circumstances.
 - 3) Include that surveillance technology in the next Surveillance Technology Annual Report to the City Council following the end of those Exigent Circumstances.
 - 4) If the Police Department is unable to meet the 30-day timeline to submit a surveillance technology Use Report and, if necessary, a technology-specific Use Policy to the City Council, the Police Department must notify the City Council in writing requesting to extend this period. The City Council may grant extensions in 30-day increments beyond the original 30-day timeline to submit a surveillance technology Use Report, and, if necessary, a technology-specific Use Policy.
 - 5) Any surveillance technology Use Report, and, if necessary, any technology-specific Use Policy submitted to the City Council under this subsection shall be made publicly available on the City's website upon submission to the City Council.
 - 6) Any Surveillance Technology Use Report and, if necessary, technology-specific Use Policy submitted to the City Council under this section may be redacted to the extent required to comply with an order by a court of competent jurisdiction, or to exclude information that, in the reasonable discretion of the Urbana Police Department or other City Department, would, if disclosed, materially jeopardize an ongoing investigation or otherwise represent a significant risk to public safety and security; provided, however, that any information redacted pursuant to this paragraph will be released in the next Surveillance Technology Annual Report following the point at which the reason for such redaction no longer exists.
- (c) Departments using approved surveillance technologies or other technologies with unutilized and unapproved surveillance capabilities may apply a technical patch or upgrade that is necessary to maintain essential operations or mitigate cyber security threats to the City. The department shall not use any unapproved new surveillance capabilities of the technology until the requirements of this ordinance are met or unless the Mayor or the Mayor's designee determines that the use is unavoidable; in that case, the Mayor shall request City Council approval as soon as possible. The request shall include a report to the City Council of how the altered surveillance capabilities were used since the time of the upgrade.

Section 2-227. – Review and Management of Surveillance Data Obtained Through Noncompliant Collection

(a) Policy Statement

It is the policy of the City that surveillance technology shall be used in compliance with this ordinance.

However, nothing in this Section shall be interpreted to prohibit or discourage the collection of evidence by law enforcement officers acting in good faith within the scope of their duties and in accordance with applicable law.

(b) Identification of Noncompliant Collection

If a City department determines that data may have been collected or generated through the use of surveillance technology in violation of this ordinance, the department shall:

- 1) Document the nature of the potential violation; and
- 2) Segregate the data pending review, where practicable.

(c) Preservation and Use Pending Review

Data identified under subsection (b):

- 1) Shall not be deleted or destroyed until review under this Section is complete; and
- 2) Shall be handled in a manner that preserves its integrity for evidentiary and legal review.

(d) Legal and Compliance Review

The City Attorney, in consultation with the appropriate prosecuting authority, shall:

- 1) Determine whether the collection or use of the data complied with this ordinance and applicable law;
- 2) Determine whether the data must be preserved or disclosed to comply with constitutional, statutory, or court-ordered obligations, including those recognized under *Brady v. Maryland* and applicable discovery rules such as Illinois Supreme Court Rule 412; and
- 3) Provide guidance to the department regarding permissible use, disclosure, retention, or remedial measures.

(e) Evidentiary Use

Nothing in this Section shall be interpreted to:

- 1) Create an independent basis for the exclusion of evidence in any judicial or administrative proceeding; or
- 2) Prohibit the use or disclosure of data where such use or disclosure is otherwise permitted or required by law.

(f) Corrective Action

If a violation of this ordinance is confirmed, the City department shall:

- 1) Implement corrective measures to prevent recurrence;
- 2) Consider whether administrative or disciplinary action is appropriate, taking into account whether the conduct was undertaken in good faith; and
- 3) Comply with any directives issued by the City Attorney regarding future use or handling of the data.

(g) Retention and Deletion

Following completion of review:

- 1) Data shall be retained, disclosed, or destroyed only in accordance with applicable law, including but not limited to approved records retention schedules and any required authorization under the Illinois Local Records Act;
- 2) Where such data constitutes a public record, its retention and disposition shall be governed by the City's approved records retention schedule and applicable law;
- 3) Nothing in this Section shall be construed to require or authorize the destruction of any record in a manner inconsistent with such requirements; and
- 4) No data shall be destroyed if subject to a litigation hold, evidentiary obligations, or reasonably foreseeable legal proceedings.

(h) Documentation

The City department shall maintain records of:

- 1) The identified violation of this ordinance;
- 2) The legal and compliance review under this Section;
- 3) Any determinations regarding use, disclosure, or retention; and
- 4) Any corrective actions taken.

Section 2-228. Access to Records and Case-Specific Oversight

- (a) The CPRB and the Human Rights Commission (HRC) may hear complaints within their existing authority under the City Code that involve the use of surveillance technology.

- (b) Upon request by the CPRB or HRC, City Departments shall provide records relevant to a complaint properly before that body that involve the use of surveillance technology.
- (c) The City Council may request and shall be entitled to receive and review records related to the use of surveillance technology by City Departments.

Section 2-229. – Incorporation of State Law; Conflict

The Protecting Household Privacy Act, 5 Illinois Compiled States 855/1 set seq., the Freedom from Drone Surveillance Act, 725 Illinois Compiled Statutes 167/1 et seq., and the Freedom from Location Surveillance Act, 725 Illinois Compiled Statutes 168/1 et seq., are incorporated herein by reference as part of this article. In the case of a conflict between a provision of state law and a provision of this article, the more stringent provision shall control.

Section 2. Should any paragraph, sentence, clause, phrase or word of this section be declared invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect any of the remaining words, phrases, clauses, sentences or paragraphs of this section, since the name would have been enacted by the city council without the incorporation in the section of any such invalid or unconstitutional word, phrase, clause, sentence or paragraph.

Section 3. This section shall become effective six months after passage.

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

AYES:

NAYS:

ABSTENTIONS:

Darcy E. Sanderfur, City Clerk

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

DeShawn Williams, Mayor



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

URBANA HOUSING NEEDS STUDY “INTRODUCTION TO STUDY” PRESENTATION BY CITY STAFF & CCRPC

Meeting: August 3, City Council

Location: 400 S. Vine Street, Urbana, IL 61801

Urbana Housing Needs Study (UHNS) Background

- City council approved IGA between Urbana and RPC in November 2025
- Work on the study began in December 2025
- Resident and landlord surveys were available March 31 to May 1, 2026.
- Stakeholder interviews were conducted from April 6 to May 18, 2026.
- The UHNS focuses on existing conditions of the housing supply in Urbana and provides general future projections for housing needs. This study can be used as a basis for future action but does not include policy recommendations.

Resident Survey

- 27-question online survey, which received 325 responses over a one-month period.

Landlord Survey

- 19-question online survey, which received 134 responses over a one-month period. This was sent to every registered landlord on Urbana’s rental registration list.

Stakeholder Interviews

- 8-question virtual interview, conducted by CCRPC, 12 interviews were held between early April and mid-May.
- **Stakeholders**
 1. City of Urbana - Grants Management Division
 2. City of Urbana - Building Safety Division
 3. Champaign County Regional Planning Commission - Community Services
 4. Cunningham Township Supervisor’s Office
 5. Habitat for Humanity of Champaign County
 6. C-U at Home
 7. Royse and Brinkmeyer
 8. Champaign County Association of Realtors
 9. University of Illinois - Off-Campus Community Living
 10. University of Illinois - University Housing
 11. Busey Bank
 12. Champaign County Economic Development Corporation



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

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

Meeting: July 27, 2026, Council Meeting
Subject: Board and Commission Reappointment

Summary

Action Requested

City Council is asked to approve the reappointment of Peter McFarland to the Housing Authority of Champaign County Board of Directors.

Housing Authority of Champaign County

Peter McFarland – term ending July 31, 2031 (Board Seat C)

I have had so much fun learning about what the HACC is really all about. It has been an eye opener. I have enjoyed every step of the way. I believe the experience and knowledge can make me a better commissioner if I'm selected to remain. I would love to remain on the board.

Relationship to City Services and Priorities

Impact on Core Services

The Housing Authority of Champaign County (HACC) is a municipal corporation organized pursuant to the Illinois Housing Authority Act. The jurisdiction of HACC includes all incorporated and unincorporated areas of the County of Champaign, Illinois. The Housing Authority is governed by a seven-member Board of Commissioners. Members of the Board are appointed by the Mayor of the City of Champaign, the Mayor of the City of Urbana and the Chair of the Champaign County Board. One member is a participant in a HACC program. Commissioners serve for five years and have unlimited terms.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the reappointment of Peter McFarland to the Housing Authority of Champaign County for a term ending July 31, 2031.

Next Steps

If approved, the Office of the Mayor will notify Peter of the reappointment and thank them for their continued service.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Kate Levy, Executive Coordinator

Approved: Darius L. White, City Administrator



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: August 3, 2026, Council Meeting
Subject: Board and Commission Reappointments

Summary

Action Requested

City Council is asked to approve the following City board and commission reappointments.

Brief Background

Civil Service Commission

Tom Betz – term ending June 30, 2029 (*original appointment September 13, 2013*)

I enjoy my work with the Urbana Civil Service Commission, and I enjoy gaining insight into the classification process, job description development, and staffing updates to reflect the work identified as necessary by the City. I hope to continue learning as well as contributing in this way. My professional experience includes over 40 years of working for the University of Illinois Student Legal Service, where I most recently served as the Director. I also served on the County Board and was the liaison to various labor negotiating teams, including AFSCME and the Champaign County Sheriff's Office. I have nearly 45 years of experience as a practicing attorney.

Building Safety Code Board of Appeals

Brad Houk – term ending June 30, 2031 (*original appointment June 15, 2006*)

I was born and raised in Urbana, where I work in the community as a licensed plumber. Love the people of Urbana. I love the idea that I can help the community in some way by continuing to serve on the Building Safety Board of Appeals.

Sustainability Advisory Commission

Morgan White – term ending June 30, 2029 (*original appointment December 3, 2018*)

Sustainability is a life-long value for me, and it is one of the key values of this city that make me proud to call Urbana my home. At the university, I have spent over fifteen years promoting campus sustainability and learning about the efforts in our local communities. In my campus role as the lead for campus sustainability, I gained access to several new

programs and solutions that can help our city continue to achieve our Imagine Urbana goals, and I would be honored to share my perspectives by serving on this commission.

The Urbana Free Library Board of Trustees

Justin Kingston – term ending June 30, 2029 (*original appointment December 8, 2025*)

Serving on the Library Board during this partial term has been an honor, and I'm fully committed to continuing my work for a full term. I'm eager to continue as a Trustee to advocate for responsible resource stewardship, and expanded community outreach. I look forward to working alongside the rest of the board to further develop Urbana Free Library as a thriving community resource for all residents.

Relationship to City Services and Priorities

Impact on Core Services

City of Urbana Board and Commission members play a crucial role in helping City leaders address specific issues, offering professional expertise, involving the community in decision-making, and connecting residents, City staff, and Council.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the reappointments of Tom Betz to the Civil Service Commission, Brad Houk to the Building Safety Code Board of Appeals, Morgan White to the Sustainability Advisory Commission, and Justin Kingston to The Urbana Free Library Board of Trustees.

Next Steps

If approved, the Office of the Mayor will notify them of their reappointments and thank them for their continuing service.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Kate Levy, Executive Coordinator

Approved: Darius White, City Administrator



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

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

Meeting: August 3, 2026, Council Meeting
Subject: Board and Commission Appointment

Summary

Action Requested

City Council is asked to approve the appointment of Sheila Parinas to the Urbana Arts & Culture Commission for a term ending June 30, 2029.

Brief Background

Sheila has been a resident of Urbana for over fourteen years and is currently a registered nurse in the Orthopedic Inpatient Care Unit at Carle. Sheila currently serves on the Chicago Lyric Opera Young Professionals Board and has also served on the Board of Directors for the Station Theatre. Sheila is also an experienced grant reviewer.

"I desire to serve as a member on the Urbana Arts and Culture Commission because I understand the value that art brings to a community. I strongly support diversity, equity, and inclusion, and how important it is to give opportunities for individuals and communities to grow and flourish. I also have been a long-time patron and supporter of the arts and culture scene in Champaign-Urbana for over 20 years."

Relationship to City Services and Priorities

Impact on Core Services

City of Urbana Board and Commission members play a crucial role in helping City leaders address specific issues, offering professional expertise, involving the community in decision-making, and connecting residents, City staff, and Council.

The Urbana Arts & Culture Commission works to celebrate and nurture the City of Urbana's cultural and artistic diversity by building creative public spaces and showcasing the City of Urbana as a thriving destination for arts and culture.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the appointment of Sheila Parinas to the Urbana Arts & Culture Commission for a term ending June 30, 2029.

Next Steps

If approved, the Office of the Mayor will notify Sheila Parinas of their appointment as a Commission member and of Open Meetings Act requirements.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Kate Levy, Executive Coordinator

Approved: Darius White, City Administrator



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

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

Meeting: July 27, 2026, Council Meeting
Subject: Board and Commission Appointments

Summary

Action Requested

City Council is asked to approve the following appointments:

- Anna Hough to the Plan Commission for a term ending June 30, 2029; and
- Peter Wald to the Sustainability Advisory Commission Youth Seat for a term ending December 11, 2026.

Brief Background

Anna Hough has been a resident of Urbana for five years. Anna is a social worker and currently oversees the Champaign County Shelter Diversion Program, which provides stabilization services to households experiencing homelessness or who are at risk of homelessness.

“My interest in Urbana Plan Commission stems from my professional experience working with households struggling to find and maintain stable housing, often resulting in ripple effects of personal and community instability. Housing affordability, transportation access, social connection, and community well-being can all be advanced through city planning, which should be approached in a fair and just manner. I believe that cities can work for everyone, and I would like to be part of making that happen in Urbana.”

Peter Wald has been a resident of Urbana for 17 years and is currently a student at Urbana High School. Peter is also a research intern at the University of Illinois and a swim instructor with the Urbana Park District.

“As a proud resident of the city of Urbana, an active member of the youth community, and a citizen in desire to aid the ever growing environmental crisis, I feel a strong calling to serve on this commission. I firmly believe that the motivation of the youth is the best way to influence the future of the world, and thus the participation of the youth in sustainability policy is incredibly important. I feel that I would be a strong fit for the position as high school representative, due to my consistent representation of strong leadership through my instruction roles, and my

strong interest in community influence and environmental protection. If selected, I would be firmly dedicated to the improvement of the city's sustainability through youth engagement and policy changes, with the intention of giving my full effort to the commission and its mission."

Relationship to City Services and Priorities

Impact on Core Services

City of Urbana Board and Commission members play a crucial role in helping City leaders address specific issues, offering professional expertise, involving the community in decision-making, and connecting residents, City staff, and Council.

The Plan Commission advises the City Council on planning and development matters that shape the community's future. The Commission reviews and recommends action on the City's comprehensive plan, zoning amendments, special use requests, subdivision plats, certain annexation agreements, and development proposals near Urbana's boundaries. It also helps guide public improvement projects and forwards recommendations to the City Council for final consideration.

The Sustainability Advisory Commission assists the Mayor and City Council in identifying the highest priorities for sustainable management of natural resources, particularly water and energy, for the City government and residents. The commission shall recommend goals and workable means to reach them.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the appointments of Anna Hough to the Plan Commission for a term ending June 30, 2029, and Peter Wald to the Sustainability Advisory Commission Youth Seat for a term ending December 11, 2026.

Next Steps

If approved, the Office of the Mayor will notify Anna Hough and Peter Wald of their appointments as Commission members and of Open Meetings Act requirements.

Originated by: Mindy Hewkin, Administrative Assistant

Reviewed: Kate Levy, Executive Coordinator

Approved: Darius L. White, City Administrator