
DATE: Monday, January 08, 2024
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call
- B. Approval of Minutes of Previous Meeting
- C. Additions to the Agenda
- D. Presentation and Public Input
 - 1. Presentation: Champaign County Continuum of Service Providers to the Homeless - Katie Harmon, LCSW
 - 2. Fire Promotions
- E. Council Input and Communications
- F. Reports of Standing Committees
- G. Committee of the Whole (*Council Member James Quisenberry, Ward 7*)
 - 1. Consent Agenda
 - 2. Regular Agenda
 - a. Ordinance No. 2024-01-001: An Ordinance Amending Urbana City Code Chapter Three, Section 3-43 (Decreasing the number of Class R&T-2 liquor licenses for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.) - Exec
- H. Reports of Special Committees
- I. Reports of Officers
- J. Mayoral Appointments
 - 1. Urbana Arts & Culture Commission (Terms ending 06/30/2026)
 - *Alexander "Xander" Hazel*
 - *Abby Heras*
- K. Discussion

All City meetings are broadcast on Urbana Public Television and live-streamed on the web. Details on how to watch are found on the UPTV webpage located at <https://urbanaininois.us/upty>

1. **Proposed Urbana International Ceasefire Resolution - Ben Joselyn, CM's Wilken and Evans**

L. Adjournment

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions, and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and the general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Email Input

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: citycouncil@urbanaininois.us. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of emails will be posted after the meeting minutes have been approved.

Written Input

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

Verbal Input

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

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

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

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the

meeting record.

Accommodation

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

- Phone: 217.384.2366
- Email: CityClerk@urbanillinois.us



City of Urbana
400 S. Vine Street, Urbana, IL 61801
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**MEMORANDUM FROM THE OFFICE OF THE MAYOR
TO THE URBANA CITY COUNCIL**

Meeting: January 2, 2024, Committee of the Whole Meeting
Subject: Decreasing the Number of Class R&T-2 Liquor Licenses for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.

Summary

Action Requested

City Council is asked to approve the attached ordinance that would decrease the number of Class R&T-2 liquor licenses in the City of Urbana.

Brief Background

Les Gourmets Cuisine LLC, doing business as Les Gourmets Cuisine by Christelle, has applied for a Class R&T-2 (Restaurant & Tavern – Beer and Wine) liquor license for their establishment at 401 North Broadway Avenue in Urbana.

Under an agreement with Urbana Partners, LLC, Les Gourmets Cuisine LLC will lease and operate a restaurant and tavern at the mentioned location using their own liquor license.

Please note that the Class R&T-2 liquor license held by Urbana Partners, LLC d/b/a Broadway Food Hall at the same address expired on December 31, 2023. The Class R&T-2 liquor license held by Sipyard LLC d/b/a Cafeteria & Company also expired on December 31, 2023.

As a result of the expiration of these two licenses, the current total of authorized Class R&T-2 liquor licenses has decreased from 11 to nine. Upon approval of Les Gourmets Cuisine LLC's application, the authorized number will increase to 10.

Relationship to City Services and Priorities

Impact on Core Services NA

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 R&T-2 liquor license is intended for establishments that mainly serve proper meals to the public and also provide alcoholic drinks for on-site consumption or sale in their original packaging. This license covers alcohol service on the premises, whether or not there is a separate bar area for customers.

Selling, serving, or letting others sell, serve, or offer alcoholic beverages in the city is not allowed without the required license or if it doesn't comply with 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 Liquor Commissioner can issue a notice to address litter, and if it's 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 R&T-2 liquor license for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.

Next Steps

If the attached ordinance is approved, the Deputy Liquor Commissioner will prepare and issue a Class R&T-2 liquor license for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill. with an expiration date of June 30, 2024.

Attachments

1. An Ordinance Amending Urbana City Code Chapter Three, Section 3-43 (Decreasing the number of Class R&T-2 liquor licenses for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.)

Originated by: Kathryn B. Levy, Executive Coordinator/Deputy Liquor Commissioner

Reviewed: Diane Wolfe Marlin, Mayor/Liquor Commissioner

Approved: Carol J. Mitten, City Administrator

ORDINANCE NO. _____

AN ORDINANCE AMENDING URBANA CITY CODE CHAPTER THREE, SECTION 3-43

(Decreasing the number of Class R&T-2 liquor licenses for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.)

WHEREAS, the City Council heretofore has adopted Urbana City Code Section 3-43 to establish limits on the number of liquor licenses issued in the City in this Class R&T-2 designation; and

WHEREAS, the City Council finds that the best interests of the City are served by decreasing the number of Class R&T-2 liquor licenses for Les Gourmets Cuisine LLC d/b/a Les Gourmets Cuisine by Christelle, 401 North Broadway Avenue, Urbana, Ill.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1.

Urbana City Code Chapter 3, "Alcoholic Liquors," Article III, "Retail License," Section 3-43, "Limitations on number issued," subsection 3-43(a), is hereby amended and as amended shall read as follows:

Sec. 3-43. - Limitations on number issued.

(a) The maximum number of liquor licenses authorized for the license classifications set forth below is as follows:

Classification	Number authorized
A	8
BYOB-R	0
CA	1
CS	0
FM	0
GC	1
GH	9
H	2
MB-1	0
MB-2	2
N	1
P	25
PB	0

R&T-1	14
R&T-2	11 10
TH	0
URO	0

Section 2.

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 3.

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 4.

The City Clerk is directed to publish this Ordinance in pamphlet form by authority of the corporate authorities, and this Ordinance shall be in full force and effect from and after its passage.

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 _____, _____.

AYES:

NAYS:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

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

Diane Wolfe Marlin, Mayor



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

Meeting: January 8, 2024, Council Meeting
Subject: Board and Commission Appointments

Summary

Action Requested

City Council is asked to approve the appointment of Alexander “Xander” Hazel to the Urbana Arts & Culture Commission for a term ending June 30, 2026.

Brief Background

Xander, residing in Urbana for three years, currently holds the position of Strategic Content Specialist at the Prairie Research Institute, University of Illinois at Urbana-Champaign. Concurrently, he serves as the Executive Director of the Champaign Center Partnership, the local business association for Champaign’s Downtown, Midtown, and Campustown neighborhoods. With a Bachelor’s degree in Environmental Science and a Master’s degree in Entomology, Xander brings a unique blend of scientific expertise and leadership skills. His experience leading non-profit organizations has honed his abilities in public relations, communications, and operations management. In his scientific role, Xander employs a data-driven approach to decision-making.

“I am passionate to help cultivate a vibrant arts and culture scene in the heart of Urbana. I am dedicated to fostering creativity, inclusivity, and community engagement by providing support for diverse and dynamic programming”.

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 enhances the city's artistic and cultural scene, serving as an advisory body to the City Council. It advises the Mayor, City Council, and City staff on local arts initiatives and projects, proposing an Annual Arts & Culture Program Plan. The commission also advocates for policies on public arts project selection, emphasizing accessibility, collaboration, diversity, and creative expression. It oversees the approval and management of arts projects in public spaces, actively seeks additional funding, and engages the public in local arts events.

Additionally, it collaborates with entities, offers educational programming, coordinates outreach events, and recommends updates to the public arts ordinance, following direction from the Mayor and City Council.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the appointment of Xander to the Urbana Arts & Culture Commission for a term ending June 30, 2026.

Next Steps

If approved, the Office of the Mayor will notify Mr. Hazel of his appointment to the Urbana Arts & Culture Commission and Open Meetings Act requirements.

Originated by: Kathryn B. Levy, Executive Coordinator/Deputy Liquor Commissioner

Reviewed: Diane Wolfe Marlin, Mayor

Approved: Carol J. Mitten, City Administrator



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

Meeting: January 8, 2024, Council Meeting
Subject: Board and Commission Appointments

Summary

Action Requested

City Council is asked to approve the appointment of Abby Heras to the Urbana Arts & Culture Commission for a term ending June 30, 2026.

Brief Background

Abby, a resident of Urbana for 13 years, currently holds the position of District Music Coordinator for Champaign Unit 4 schools. Additionally, she serves as the Managing Director and Special Events Coordinator for the Banks, Bridgewater, and Lewis Fine Arts Academy. In these roles, Abby demonstrates a strong commitment to music education and a passion for fostering student engagement. Holding a Bachelor's degree in Music and a Master's degree in Educational Leadership, Abby is actively seeking a role that allows her to integrate all her skills into creating meaningful experiences for the youth in our community.

"I am interested in serving on the Urbana Arts Commission to assist the city in bringing in-town talent to the forefront and to also bring artists of a variety of backgrounds to Urbana. Urbana showcases the community's talents in different settings (art shows, jazz walk, etc.) and I would like to have a hand in these community events. I want to see how community art can connect people of diverse backgrounds and neighborhoods to share in joy and creation".

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 enhances the city's artistic and cultural scene, serving as an advisory body to the City Council. It advises the Mayor, City Council, and City staff on local arts initiatives and projects, proposing an Annual Arts & Culture Program Plan. The commission also advocates for policies on public arts project selection, emphasizing accessibility, collaboration,

diversity, and creative expression. It oversees the approval and management of arts projects in public spaces, actively seeks additional funding, and engages the public in local arts events. Additionally, it collaborates with entities, offers educational programming, coordinates outreach events, and recommends updates to the public arts ordinance, following direction from the Mayor and City Council.

Strategic Goals & Plans N/A

Previous Council Actions N/A

Discussion

Recommendation

City Council is asked to approve the appointment of Abby to the Urbana Arts & Culture Commission for a term ending June 30, 2026.

Next Steps

If approved, the Office of the Mayor will notify Ms. Heras of her appointment to the Urbana Arts & Culture Commission and Open Meetings Act requirements.

Originated by: Kathryn B. Levy, Executive Coordinator/Deputy Liquor Commissioner

Reviewed: Diane Wolfe Marlin, Mayor

Approved: Carol J. Mitten, City Administrator