

**CITY OF URBANA
COMMITTEE OF THE WHOLE – Monday, October 9, 2017 – 7:00 P.M.
CITY COUNCIL CHAMBERS – 400 S. VINE STREET, URBANA, IL**

The City Council Committee of The Whole of the City of Urbana, Illinois, met in regular session Monday, October 9, 2017, in the Council Chambers of the Urbana City Building.

ELECTED OFFICIALS PHYSICALLY PRESENT: Bill Brown; Dean Hazen; Eric Jakobsson; Jared Miller; Dennis Roberts; Maryalice Wu; Diane Wolfe Marlin; Charles A. Smyth

ELECTED OFFICIALS PRESENT VIA TELECONFERENCE: Aaron Ammons, Ward 3

ELECTED OFFICIALS ABSENT: Charles A. Smyth, City Clerk

STAFF PRESENT: Brandon Boys; Elizabeth Hannan; Sanford Hess; Wendy Hundley; Natalie Kenny-Marquez; Kay Meharry; Brian Nightlinger; Matt Rejc; John Schneider; Craig Shonkwiler; James Simon

OTHERS PRESENT: David Monk; Bishop King James Underwood; Members of the Media

1. CALL TO ORDER AND ROLL CALL

There being a quorum, Chair Dennis Roberts called the meeting of the Committee of the Whole to order at 7:02pm following a Public Hearing of the City Council.

**Alderman Ammons called in sick and Alderman Roberts chaired in his place. Alderman Ammons was available via skype.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

Alderman Jakobsson made a motion to approve minutes from the meeting held on September 25, 2017. Motion seconded by Alderman Miller and carried by voice vote.

3. ADDITIONS TO THE AGENDA

Mayor Marlin asked to have items 11 and 12 be presented before item 7. There were no objections to the change.

4. PETITIONS AND COMMUNICATIONS

Bishop King James Underwood did not wish to speak, but asked that his position be entered into the record regarding the Dr. Ellis Subdivision sewer issues.

David Monk addressed committee to express his continued concern about prairie lands.

5. PRESENTATIONS

There were none.

6. STAFF REPORT

a. Communications Report

Communication Coordinator and acting Market Coordinator Natalie Kenny Marquez gave a visual presentation about the different activities that have taken place in the past eight weeks since her appointment in the new position. Her focus has been communications and outreach. Ms. Kenny Marquez said that her goals are brand development by learning how to communicate and reach the audience, being better at content curation, and telling our story in a unified voice, community outreach by participating at events, expositions, festival and parades. She encouraged everyone to continue using social media and subscribe to the new monthly email newsletter.

Mayor Marlin added that the goal is to have 50,000 subscribers to the email newsletter. She also thanked Natalie for the outstanding work she has done in the past eight weeks, adding that her position did not make any change in the city's budget.

b. Fire Prevention Week

Fire Marshal Phillip Edwards addressed the council and explained all of the activities that will take place this week to kick off Fire Prevention Week. The fire department sets up at Lincoln Square during the week on Tuesday, Wednesday and Thursday providing different activities, such as crawl in smoke, fire safety quiz, stop drop and roll, story time with Sparky. The goal is to have all of the Urbana schools come and participate in the various activities. Every year the fire department hosts a Family Night during Fire Prevention Week. This year it will be Thursday, October 12 from 5:30-7:00pm at Lincoln Square south parking lot near Tang Dynasty. There will be fire prevention activities, coloring, free pizza, soft drinks and a raffle for two bicycles with helmets.

7. **Resolution No. 2017-10-069R:** A Resolution Approving and Authorizing the Execution of a Promotional and Marketing Agreement (Visit Champaign County, FY 2017-2018)

Economic Development Manager Brandon Boys presented Resolution No. 2017-10-069R with recommendation for approval. This agreement will provide the full amount of funding that council has already approved this fiscal budget. This amount will maintain the city's Gold Partnership and will be represented by Communications Coordinator Natalie Kenny Marquez.

Jayne DeLuce, President and CEO of Visit Champaign County gave a brief verbal presentation about what they do. She also acknowledged Natalie Kenny Marquez for her great contribution to the board representing the City of Urbana. Ms. DeLuce spoke about the most recent accomplishments, including a nomination as "Best Midwest Food Town." She added that the focus are sales, marketing, and destination developments.

She also presented Mayor Marlin with a framed T-Shirt with their logo (Outside of Ordinary). Discussion took place, during which Ms. DeLuce answered questions and concerns from committee members.

After discussion, Alderman Miller made a motion to sent Resolution No. 2017-10-069R to council with the recommendation for approval. Alderman Hazen seconded. Motion carried by voice vote.

8. **Resolution No. 2017-10-070R:** A Resolution Approving and Authorizing the Execution of a Promotional and Marketing Agreement (Urbana Business Association, FY 2017-2018)

Economic Development Manager Brandon Boys presented Resolution No. 2017-10-070R with recommendation for approval. This agreement will allow the Urbana Business Association to receive the full amount budgeted for this year to continue serving their business members.

Business Association Director Paris Baldarotta gave an overview of past, current and future events. She also addressed questions and concerns from committee members. Ms. Baldarotta announced the next networking event would be October 24, 2017, at Consolidated Communications 1300 S. Neil St. Champaign from 7:30am-9am. Discussion ensued.

After discussion, Alderman Hazen made a motion to send Resolution No. 2017-10-070R to council with recommendation for approval. Alderman Jakobsson seconded. Motion carried by voice vote. *no response from Alderman Ammons via skype*

9. **Ordinance No. 2017-10-058:** An Ordinance Revising the annual Budget Ordinance for FY 2017/18 (Budget Amendment #3 – Rebudgets & Miscellaneous Items)

Finance Director Elizabeth Hannan presented Ordinance No. 2017-10-058 with recommendation for approval. The changes are rebudgets of funds not spent in FY 2017 due to timing issues or other unpredictable factors.

There being no questions or objections. Alderman Jakobsson made a motion to send Ordinance No. 2017-10-058 to council with the recommendation for approval. Alderwoman Wu seconded. Motion carried by voice vote. *no response from Alderman Ammons via skype*

10. **Resolution No. 2017-10-066R:** A Resolution to Approve an Inter-Governmental Agreement (Agreement between City of Urbana and Parkland Community College Regarding ARMS System)

Information Technology Director Sanford Hess presented Resolution No. 2017-10-066R with recommendation for approval. This resolution would allow Parkland read-only access to ARMS (the Area-wide Records Management System). Discussion ensued.

After discussion, Alderman Miller made a motion to send Resolution No. 2017-10-066R to council with the recommendation for approval. Alderman Hazen seconded. Motion carried by voice vote. *no response from Alderman Ammons via skype*

11. **Resolution No. 2017-10-067R:** A Resolution Amending Housing Rehabilitation Program Operational Guidelines as Originally Authorized by Resolution No. 2015-05-023R (City of Urbana Housing Program Manual Program Years 2015-2019)

Community Development Specialist Matt Rejc presented Resolution No. 2017-10-067R with recommendation for approval. He said that this resolution would allow the city to amend a section of the Housing Program Manual for programs years 2015-2019 to provide staff with

more flexibility as far as (Removal of Slum and Blight on a Spot Basis) and will be consistent with the advice from the Legal Division. Aside from an agreement with a property owner, the legal authority stands, or a court-ordered demolition of the property in question. Discussion ensued.

After discussion, Alderman Jakobsson made a motion to send Resolution No. 2017-10-067R to council with recommendation for approval. Alderwoman Wu seconded. Motion carried by voice vote. *no response from Alderman Ammons via skype*

12. **Resolution No. 2017-10-068R:** A Resolution Approving and Authorizing an Urbana Home Consortium Subrecipient Agreement (Rosecrance TBRA FY 2017-2018)

Community Development Specialist Matt Rejc presented Resolution No. 2017-10-068R with recommendation for approval. The purpose of this Subrecipient agreement is to allocate an additional \$30,000 for TBRA, which would allow Rosecrance to maintain their program functions. Discussion ensued.

After discussion, Alderman Brown made a motion to send Resolution No. 2017-10-068R to council with recommendation for approval. Alderman Miller seconded. Motion carried by voice vote. *no response from Alderman Ammons via skype*

13. **ADJOURNMENT**

There being no further business before the committee, Chair Roberts declared the meeting adjourned at 8:20pm.

Wendy M. Hundley

Recording Secretary

This meeting was taped.

This meeting was broadcast on cable television.

*** Website link for this meeting: <http://www.urbanaininois.us/node/6689>

Minutes Approved: October 23, 2017