



## MINUTES OF A REGULAR MEETING

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### URBANA HUMAN RELATIONS COMMISSION

**DATE:** Wednesday, September 14, 2016

**TIME:** 5:30 p.m.

**PLACE:** Urbana City Council Chambers  
Urbana City Building  
400 South Vine Street  
Urbana, Illinois 61801

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**MEMBERS PRESENT:** Frances Rigberg Baker, Stacie Burnett, Daniel Larson, Peter Resnick

**MEMBERS NOT PRESENT:** Carol Bradford, Samuel Byndom, Lisa Mosley, Aisha Lamb Sobh, Katalyna Thomas

**STAFF PRESENT:** Alex Bautista

**1. CALL TO ORDER, ROLL CALL, AND DECLARATION OF QUORUM**

- a. Chair Larson called this meeting of the Urbana Human Relations Commission to order at 5:41 p.m. Roll was taken. A quorum was present.

**2. APPROVAL OF AGENDA**

- a. Mr. Resnick made a motion that the Commission approve the agenda as presented. Ms. Burnett seconded the amended motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the agenda was approved as presented.

**3. APPROVAL OF MINUTES**

- a. August 10, 2016 Meeting
  - i. Ms. Rigberg Baker made a motion that the Commission approve the draft minutes of the August 10, 2016 meeting. Mr. Resnick seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously; the draft minutes were approved as presented.

**4. PUBLIC PARTICIPATION**

- a. There was none.

**5. OLD BUSINESS**

- a. There was none.

**6. NEW BUSINESS**

- a. Project Reports
  - i. Community Relations Project

1. Ms. Rigberg Baker reported to the Commission regarding recent Community Relations Project activities with input from Mr. Bautista. Discussion followed.
- ii. Criminal Justice Project
  1. Chair Larson reported to the Commission on recent Criminal Justice Project activities. Discussion followed.
- iii. Ordinance Enforcement Project
  1. There was no new activity to report. Mr. Bautista noted that a meeting of the members of the Ordinance Enforcement Project was upcoming.
- iv. Training & Development Project
  1. There was no new activity to report. Mr. Bautista noted that a meeting of the members of the Training & Development Project would take place in November 2016.

## 7. STAFF REPORT

- a. Approval of EEO Workforce Statistics
  - i. The EEO Workforce Statistics were reviewed and staff recommendations for approval were as follows:
    1. Bruce S. Bonczyk Law Office
      - a. Recommend 2 years
    2. Foster & Foster Consulting Actuaries
      - a. Recommend 1 year
    3. Tyler Technologies
      - a. Recommend 1 year
    4. Applied Research Associates
      - a. Recommend 1 year
    5. Baker Tilly Virchow Krause
      - a. Recommend 1 year
    6. Clark Dietz, Inc.
      - a. Recommend 1 year
    7. Corrective Asphalt Materials
      - a. Recommend 6 months
    8. Farnsworth Group
      - a. Recommend 1 year
    9. Illini Concrete Raising, Inc.
      - a. Recommend 2 years
    10. Open Road Paving Co.
      - a. Recommend 1 year
    11. Rogards Office Plus
      - a. Recommend 1 year
    12. Stark Excavating, Inc.
      - a. Recommend 1 year
    13. United Fuel Co.
      - a. Recommend 2 years

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each new contractor/vendor. Comments and questions from the Commission were addressed by Mr. Bautista. Mr. Resnick made a motion that the Commission approve Bruce S. Bonczyk Law Office for two years; Foster & Foster Consulting Actuaries for one year; and Tyler Technologies for one year. Ms. Burnett seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

Mr. Bautista gave a brief presentation to the Commission regarding the workforce statistics for each renewing contractor/vendor. Comments and

questions from the Commission were addressed by Mr. Bautista. Discussion followed. Ms. Rigberg Baker made a motion that the Commission approve Applied Research Associates for one year; Baker Tilly Virchow Krause for one year; Clark Dietz, Inc. for one year; Corrective Asphalt Materials for six months; Farnsworth Group for one year; Illini Concrete Raising, Inc. for two years; Open Road Paving Co. for 1 year; Rogards Office Plus for one year; Stark Excavating, Inc. for one year; and United Fuel Co. for two years. Ms. Burnett seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously.

**b. HRO Activity Report**

- i.** Mr. Bautista presented the monthly activity report to the Commission. Discussion among members of the Commission and staff followed.

**c. Budget Report**

- i.** Mr. Weck presented the Commission with the monthly budget report.

Mr. Resnick made a motion that the Commission authorize expenditure in the amount of \$125.00 to reimburse Mr. Bautista for supplies purchased with personal funds to be used at Commission/Human Relations Office outreach events. Ms. Rigberg Baker seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously, with the funds to be debited from the Community Education line item.

Mr. Resnick made a motion that the Commission authorize an increase in the donation to the UP Center of Champaign County from \$50.00 to \$100.00. Ms. Rigberg Baker seconded the motion. Chair Larson called for a voice vote. All were in favor. The motion carried unanimously, with the funds to be debited from the Grants/Sponsorships line item.

**8. ANNOUNCEMENTS**

- a.** There were none.

**9. ADJOURNMENT**

- a.** There being no further business to come before the Commission, Chair Larson declared the meeting to be adjourned at 6:15 p.m.

Respectfully submitted,

Tony Weck  
Recording Secretary