



**MEMORANDUM**

**TO:** Urbana City Council  
**FROM:** Mayor Diane Wolfe Marlin  
**RE:** Summary of Qualifications for Tim Cowan  
**DATE:** October 11, 2021

Per amendments to UCC Chapter 2, Article III, Section 2-42, please find attached a Summary of Qualifications for Tim Cowan, P.E., for the position of Public Works Director. His appointment will appear on the October 25, 2021 City Council Agenda. If you have questions regarding this appointment, please contact City Administrator Carol Mitten at (217) 384-2454.



**PROFESSIONAL LICENSURE**  
Illinois PE: 062.063966

**YEARS OF EXPERIENCE**  
14

**EDUCATION**  
Bachelor of Science  
Civil Engineering  
Southern Illinois University  
Carbondale, IL  
2007

Land Surveying Certificate Program  
Parkland College  
Champaign, IL  
2019

## EXPERIENCE

### 2007 to 2009

Civil Engineer I • Farnsworth Group, Inc. • Bloomington, IL

### 2009 to 2012

Civil engineer II • City of Danville • Danville, IL

### 2013 to 2018

Partner/Principal • C2 Engineers, LLC • Danville, IL

### 2019 to 2020

Project Manager • Donohue & Associates, LLC • Champaign, IL

### 2020 to Present

Interim Director of Public Works & City Engineer • City of Urbana, IL (via Gov Temps)

## BIOGRAPHY

*Tim has worked professionally for over 14 years in a variety of positions related to municipal engineering in both the private and the public sectors. He has worked for multiple engineering consultant firms, owned/operated an engineering consultant firm, and worked for municipal engineering departments. The bulk of his experience includes working with municipalities and private utility companies on a variety of projects related to drinking water distribution/treatment, wastewater collection/treatment, stormwater management, transportation rehabilitation and improvements, and site development. He has experience working with a variety of revenue sources including local funds, state motor-fuel tax funds, private funds, enterprise funds, and funds from a variety of grant/loan programs (including IEPA, USDA, CDAP, CDBG, and others). He has a wide variety of professional expertise directly applicable to this position including:*

- development of long-term capital improvement plans,
- development and implementation of maintenance plans,
- public infrastructure condition and life-cycle assessment,
- public infrastructure asset management planning,
- staff management,
- professional contract writing,
- consultant, subconsultant, & contractor coordination,
- led community engagement and public input efforts,
- design, management, and quality review of large- and small-scale capital projects,
- grant application assistance,
- utility rate studies, and
- operating and project budget management,

*He recognizes that the City has ever-changing needs with competing resources and is excited for the opportunity to be part of the leadership team to provide sustainable public services to the community.*

*Tim is a native of Danville, Illinois and relocated to Urbana in 2017 with his family.*