



CITY OF  
URBANA

Item D2.

City Administrator  
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**TO:** Mayor Diane Wolfe Marlin and City Council Members  
**FROM:** Carol Mitten, City Administrator  
**DATE:** May 17, 2023  
**SUBJECT: SECOND QUARTER 2023 UPDATE ON MAYOR/COUNCIL STRATEGIC GOALS**

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The City Council adopted the Mayor/Council Strategic Goals for 2022-2023 on April 11, 2022. Attached is the fourth update we have made since we started, and this one is for the second quarter of calendar year 2023.

I will make a brief presentation of the highlights of this update at the Council meeting on May 22.



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being

**Strategy** 1. Pursue methods to mitigate community violence

**Action Step** a) Fund community partners that address the root causes of gun violence

**Responsibility for Action** Mayor/Council

### Reporting Period Q3/22

**STATUS** ARPA funding priorities have been identified; application process in development. A total of \$100,000 in social service grants awarded to community partners focused on youth programming.

### Reporting Period Q4/22

**STATUS** ARPA applications are due November 16.

### Reporting Period Q1/23

**STATUS** Council received numerous ARPA applications for projects/programs to address community violence. Council will determine ARPA allocations this quarter.

Reporting Period Q2/23

**STATUS**      The final list of ARPA funded projects was adopted by Council in February 2023. Six projects were selected that would increase support for community violence interventions; these projects were allocated a total of \$3,546,909.

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Reporting Period Q3/23

**STATUS**

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Reporting Period Q4/23

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being  
**Strategy** 1. Pursue methods to mitigate community violence  
**Action Step** b) Enhance City programs that address root causes of violence

**Responsibility for Action** Mayor/Council

### Reporting Period Q3/22

**STATUS** Closed out the FY 22 program year for Self-Made Kingz. Collaborating with USD #116 on Anti-Violence Collective.

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### Reporting Period Q4/22

**STATUS** Council approved \$17,904 to fund a Student, Family, and Community Support Specialist to be employed by USD #116 to run the Self-Made Kingz program for three months. City staff will be requesting ARPA funding for full salary for this position for a 3-year term. ARPA applications are due November 16.

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### Reporting Period Q1/23

**STATUS** Council received numerous ARPA applications for projects/programs, including an application from the City to fund a Student, Family, and Community Support Specialist. Council will determine ARPA allocations this quarter.



**Reporting Period Q2/23**

**STATUS**            The final list of ARPA funded projects was adopted by Council in February 2023. The City of Urbana application for Student, Family, and Community Engagement Sponsorship of a specialist in the schools was funded in the amount of \$143,334.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being  
**Strategy** 1. Pursue methods to mitigate community violence  
**Action Step** c) Identify and fund options that enhance current police capacity...

**Responsibility for Action** Police / Council / Executive

### Reporting Period Q3/22

**STATUS** The FY23 City budget includes funding for a civilian Digital Forensics Specialist and a civilian Intelligence Analyst, as well as funding for ABLE (Active Bystandership for Law Enforcement) training. This funding became available on July 1, 2022.

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### Reporting Period Q4/22

**STATUS** All position descriptions (PDs) have been prepared and submitted to Human Resources. The forensics specialist PD was approved by the Civil Service Commission (CSC). (One dissenting Civil Service Commissioner believed the position should be sworn.) Intelligence Analyst not yet reviewed by CSC. Application for ABLE project has been submitted to Georgetown. No funds have been spent on any of these items thus far.

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### Reporting Period Q1/23

**STATUS** Both new civilian positions are ready to be posted by Human Resources as priorities allow. ABLE Train-the-Trainer sessions are scheduled for February; complete roll-out of ABLE training anticipated to be complete by June 30, 2023.

**Reporting Period Q2/23**

**STATUS** Both new civilian positions are ready to be posted by Human Resources as priorities allow. ABLE Train-the-Trainer sessions occurred in February; complete roll-out of ABLE training scheduled to be complete by June 30, 2023.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:

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# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being  
**Strategy** 2. Enhance and expand public safety resources  
**Action Step** a) Contract for and complete a Public Safety Review

**Responsibility for Action** Council / Executive / Police / Fire

### Reporting Period Q3/22

**STATUS** A Request for Proposals (RFP) for a comprehensive Public Safety Review was issued on 2.23.22. As of the closing date for the RFP (3.31.22), no responses had been received. Staff contacted some of the interested prospective bidders for feedback. The RFP is currently being re-scoped and should be reissued during the month of July.

### Reporting Period Q4/22

**STATUS** Revised RFP was issued and several responses were received. Respondents will be interviewed in October and a selection made thereafter.

### Reporting Period Q1/23

**STATUS** The firm of BerryDunn has been selected to conduct the Public Safety Review. Refinement of the scope will occur in early February, with an official kick-off later this quarter.

**Reporting Period Q2/23**

**STATUS** Data collection with BerryDunn is underway and on-going. Some of the data from METCAD has been difficult to obtain in the desired format, and conversations are on-going with representatives from Tyler (developer of the new CAD and RMS systems). The Social Pinpoint site for the project went live on March 28, 2023, where the community can learn more and offer comments on the project.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being

**Strategy** 2. Enhance and expand public safety resources

**Action Step** b) Develop comprehensive safety plan based on the Public Safety Review

**Responsibility for Action** Council / Executive / Police / Fire

**Reporting Period Q3/22**

**STATUS** Awaiting completion of Public Safety Review.

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**Reporting Period Q4/22**

**STATUS** Awaiting completion of Public Safety Review.

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**Reporting Period Q1/23**

**STATUS** Awaiting completion of Public Safety Review.



Reporting Period Q2/23

STATUS      Awaiting completion of Public Safety Review.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being  
**Strategy** 3. Promote community well-being  
**Action Step** a) Fund and support community partners that promote health & wellness

**Responsibility for Action** Mayor / Council

### Reporting Period Q3/22

**STATUS** This is included among the ARPA funding priorities; application process in development.

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### Reporting Period Q4/22

**STATUS** ARPA applications are due on November 16.

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### Reporting Period Q1/23

**STATUS** Council received numerous ARPA allocations for projects/programs to address community health and wellness. Council will determine ARPA allocations this quarter.

**Reporting Period Q2/23**

**STATUS**            The final list of ARPA funded projects was adopted by Council in February 2023. Six projects were selected that would support infrastructure to increase community health, safety, and future resilience.; these projects were allocated a total of \$5,885,375.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being

**Strategy** 3. Promote community well-being

**Action Step** b) Promote communication & outreach to individual neighborhood groups

**Responsibility for Action** All Departments

**Reporting Period Q3/22**

**STATUS** No progress to date.

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**Reporting Period Q4/22**

**STATUS** No progress to date.

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**Reporting Period Q1/23**

**STATUS** No progress to date.

**Reporting Period Q2/23**

**STATUS** Representative activities for the quarter: community engagement event for new Fire Stations, outreach for Urbana Arts & Culture 2023 grant cycle, outreach/promotion of Winter Emergency Services, Imagine Urbana outreach, outreach for 2023-2024 Annual Action Plan (CDBG/HOME), and outreach for Youth Services grant program.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #1 Public Safety & Well-Being  
**Strategy** 3. Promote community well-being  
**Action Step** c) Create a 'manual' for victims of violence w/ support services available

**Responsibility for Action** Police

### Reporting Period Q3/22

**STATUS** This task has been assigned to the Crisis Co-Responder Team (CCRT). A draft is expected by the end of July.

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### Reporting Period Q4/22

**STATUS** Initial draft is complete. Issue has not been collecting the information, but rather reducing the information to a manageable amount. Staff from Police and Executive are working on formatting the final document and determining the best way to disseminate the information.

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### Reporting Period Q1/23

**STATUS** Final draft being circulated for review. Manual will be issued this quarter.



**Reporting Period Q2/23**

**STATUS**      Manual has been published on-line; additional services will be added as staff becomes aware of them. Cards with the QR-code for the manual are being printed.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

Strategic Area #2 Housing  
 Strategy 1. Support housing security and equity  
 Action Step a) Complete HOME ARP Action Plan

Responsibility for Action Community Development

### Reporting Period Q3/22

**STATUS** HOME ARP Allocation Plan draft released on June 30 for a 30-day comment period. A public hearing is scheduled prior to Council COW meeting on July 18 and CD Commission on July 26. Comments will be accepted through July 30. Staff will take to Council COW on August 1 with final approval August 8. Plan will be submitted to HUD by August 12 for their review.

### Reporting Period Q4/22

**STATUS** The HOME ARP Allocation Plan was submitted to HUD for review on September 28. Due to the on-line software, the Plan was submitted after the Consolidated Annual Performance Evaluation Report (CAPER) was complete. HUD has 45 days to review and approve or provide comments/revisions.

### Reporting Period Q1/23

**STATUS** HUD approved the HOME ARP Allocation Plan. Staff worked with the City of Champaign staff and requested proposals to meet the priorities outlined in the Plan. The first round of subrecipient agreements were approved by Council on January 23, 2023. Additional proposed allocations will be forthcoming.

**Reporting Period Q2/23**

**STATUS** City Council approved HOME ARP agreements to agencies supporting the priorities in the Plan.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #2 Housing

**Strategy** 1. Support housing security and equity

**Action Step** b) Determine amount of ARPA funds to set aside for Housing

**Responsibility for Action** Mayor / Council

### Reporting Period Q3/22

**STATUS** This is included among the ARPA funding priorities; application process in development.

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### Reporting Period Q4/22

**STATUS** ARPA applications are due on November 16.

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### Reporting Period Q1/23

**STATUS** The City withdrew its ARPA application for additional funds for housing when the applications for Homeless Housing Initiatives (HHI) fell short of the allotted total.

Reporting Period Q2/23

STATUS      No further action required.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #2 Housing

**Strategy** 1. Support housing security and equity

**Action Step** c) Coord w/ housing and social service agencies to reduce homelessness

**Responsibility for Action** Community Development

### Reporting Period Q3/22

**STATUS** Social Service agencies participated in the priorities and input for the HOME ARP Allocation Plan. All comments were included as part of the Plan. Staff is working with agencies to do a Point-in-Time Count in August in hopes of getting a more realistic number of homeless in our community.

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### Reporting Period Q4/22

**STATUS** Staff is working with the City of Champaign to do a joint homeless and housing initiative application process. An Intergovernmental Agreement (IGA) and draft application were presented at the Committee of the Whole on October 17.

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### Reporting Period Q1/23

**STATUS** Urbana entered into an IGA for a joint application process with the City of Champaign to address Homeless Housing Initiatives (HHI). Grant review is complete and the first round of Urbana subrecipient agreements were approved by Council on January 23, 2023.



Reporting Period Q2/23

**STATUS** Staff continues to have a leadership role with the Continuum of Service Providers to the Homeless. The Point in Time Count was conducted in January, and a final report will be issued in Q3. HOME ARP awards were approved by Council this quarter. Staff continues to work with HACC and CCRPC on the creation of a Single Room Occupancy (SRO) project.

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Reporting Period Q3/23

**STATUS**

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Reporting Period Q4/23

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #2 Housing

**Strategy** 1. Support housing security and equity

**Action Step** d) Enhance compliance with housing provisions of Human Rights Ord.

**Responsibility for Action** Executive

### Reporting Period Q3/22

**STATUS** Community introduction/education meetings w/ local organizations: Cunningham Twp, Re-Entry Council, NAACP, RPC/Community Services programs, and the New American Welcome Center. Staff attended the Equity Summit/Equity Institute.

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### Reporting Period Q4/22

**STATUS** No change.

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### Reporting Period Q1/23

**STATUS** The Human Rights and Equity Officer will make a presentation at Council in February/March to educate the public and outline challenges with the enforceability of the housing provisions of the Human Rights Ordinance.

**Reporting Period Q2/23**

**STATUS**            The Council passed Resolution No. 2023-05-033R, Resolution in Support of Fair Housing for All Regardless of Source of Income. IML clarified the interpretation of the new State law prohibiting discrimination based on source of income.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

Strategic Area #2 Housing

Strategy 2. Improve housing quality

Action Step a) Pursue funds to rehab dilapidated homes in targeted neighborhoods

Responsibility for Action Community Development

### Reporting Period Q3/22

**STATUS** Staff will be applying for ARPA funding for a roof repair/replacement program.

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### Reporting Period Q4/22

**STATUS** Staff will be requesting ARPA funding for a roof repair/replacement program. Applications are due on November 16.

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### Reporting Period Q1/23

**STATUS** Staff requested ARPA funds for a roof repair/replacement program. Award announcements will be made by Council during this quarter. Staff continue to look for funding through the State to address housing rehabilitation projects.

**Reporting Period Q2/23**

**STATUS** City Council allocated \$150,000 of ARPA funds to a City-administered Roof Repair and Replacement Program for low-income households. Staff already has four applications in the verification process.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

Strategic Area #2 Housing  
 Strategy 2. Improve housing quality  
 Action Step b) Provide targeted assistance for home rehabs & repairs for seniors, etc

Responsibility for Action Community Development

### Reporting Period Q3/22

**STATUS** Annual Action Plan included funding for Emergency Repair, Senior Repair and Accessibility programs. Staff continues to work with Ameren on a partnership for energy efficiency improvements.

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### Reporting Period Q4/22

**STATUS** Annual Action Plan included funding for the programs listed above. Staff continues to work with Ameren on a partnership for energy efficiency improvements. Staff partnered with Champaign County Regional Plan Commission (RPC) Senior programs. Goal is for RPC staff member doing intake to assess other needs the senior may have and direct them to available resources (e.g., Meals on Wheels, etc.)

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### Reporting Period Q1/23

**STATUS** The partnerships described above are in place and progressing. The first Energy Efficiency project was recently completed. A total of 17 applications were received for Accessibility, Emergency Repair, and Senior Repair programs. A Request for Proposals was issued to the two approved CHDOs.



**Reporting Period Q2/23**

**STATUS**        The above partnerships are in place and progressing. Ten applications were received for Accessibility, Emergency Repair, and Senior Repair programs this quarter; six have been completed. Council approved CHDO grants for First Followers (rehab one unit) and Habitat (construct four new houses). Staff is working on the Annual Action Plan.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #2 Housing

**Strategy** 2. Improve housing quality

**Action Step** c) Prepare & review Consolidated Annual Performance Evaluation Report

**Responsibility for Action** Community Development/Council

### Reporting Period Q3/22

**STATUS** Draft Report will be reviewed by Council at its 8/22/2022 meeting.

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### Reporting Period Q4/22

**STATUS** Draft CAPER was reviewed by Council on August 22. Final report was submitted to HUD on September 26.

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### Reporting Period Q1/23

**STATUS** HUD reviewed the CAPER and issued the review letter. Staff will provide answers to HUD's questions and anticipate closing out year-end review in January 2023.

**Reporting Period Q2/23**

**STATUS**      No activity this quarter. FY 22/23 report will be presented to Council in September 2023.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 1. Improve quality of current infrastructure assets  
**Action Step** a) Develop asset mgt plans of existing infrastructure (lighting, etc)

**Responsibility for Action** Public Works

### Reporting Period Q3/22

**STATUS** Traffic Signals - on Schedule; Lochmueller Group was engaged in March and has begun this effort. Street Lighting - awaiting proposal from CMT. Sanitary System - delayed; closing gaps in system data in FY 23. Bridges - delayed; to be completed internally if/when staff bandwidth is available.

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### Reporting Period Q4/22

**STATUS** Traffic Signals - on schedule; targeting final report in January 2023. Street Lighting - executed contract with CMT; targeting final report in April 2023. Sanitary System - delayed; targeting October for publication of RFQ/P for data acquisition and GIS enhancements to close gaps in system data. Bridges -- no change.

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### Reporting Period Q1/23

**STATUS** Traffic Signals -- Lochmueller has provided recommendations for short-term improvements and long-term asset management to be incorporated into the CIP. Street Lighting -- on schedule. Sanitary System -- delayed; targeting January for publication of RFQ/P for data acquisition and GIS enhancements to close gaps in system data. Bridges -- no change.

**Reporting Period Q2/23**

**STATUS** Traffic Signals -- Staff incorporating recommendations into CIP. Street Lighting -- Targeting final report in April 2023. Projects to be defined early FY24; propose to keep annual project in CR&I in CIP to ensure funds are available. Sanitary System -- Issuing RFQ-P for data acquisition and GIS enhancements before end of FY23. Temporary engineer who helped with LDP/MOP will now begin work on Sanitary Sewer Asset Management Plan.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure

**Strategy** 1. Improve quality of current infrastructure assets

**Action Step** b) Develop plan for funding, level of service, and to replace/repair/etc

**Responsibility for Action** Public Works

### Reporting Period Q3/22

**STATUS** No progress; awaiting completion of public infrastructure asset management plans. Strategic recommendations for funding and level of service targets will be developed based on information from asset management plans.

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### Reporting Period Q4/22

**STATUS** No progress. Still awaiting completion of public infrastructure asset management plans. Staff has advanced discussions about enhancing funding to more sustainable levels, which staff hope to discuss with the next financial forecast.

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### Reporting Period Q1/23

**STATUS** Under development. Preliminary findings include insufficient funding from dedicated revenue streams for both stormwater management infrastructure and transportation infrastructure. The stormwater management utility fee and the local motor fuel tax will be reviewed and adjustment proposals will be presented later in the year.

Reporting Period Q2/23

STATUS      No change.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 1. Improve quality of current infrastructure assets  
**Action Step** c) Update City infrastructure codes (subdivision & land development)

**Responsibility for Action** Public Works / Community Development

Reporting Period Q3/22

**STATUS** On schedule; a task force comprised of members of Public Works & Community Development has meetings every 2 weeks to perform a detailed and comprehensive review of the draft Manual of Practice (MOP) and Subdivision & Land Development Code (SLDC) updates that began in 2017.

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Reporting Period Q4/22

**STATUS** On schedule. Staff hired a highly qualified temporary engineer in the Engineering Division to assist with managing the SLDC/MOP task force to ensure progress at regularly scheduled workshops. This has proven to be very effective and staff still hope to bring this before Council prior to the end of this fiscal year.

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Reporting Period Q1/23

**STATUS** On schedule. Targeting draft completion by the end of January, followed by stakeholder feedback before sharing with the broader community.

Reporting Period Q2/23

**STATUS** Completed. This was a huge accomplishment by a number of staff to update this code, which had not been updated since 1998. Enforcement will begin in FY24. BONUS: First update to Flood Damage Prevention Ordinance (Article XI of Chapter 5, Building Code) will be posted for 30-day public comment period.

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Reporting Period Q3/23

**STATUS**

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Reporting Period Q4/23

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 2. Increase investment in infrastructure equity  
**Action Step** a) Solicit community input for use of EQL funding

**Responsibility for Action** Executive / Public Works

### Reporting Period Q3/22

**STATUS** Input was solicited from the community; 78 applications are under review for project selection.

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### Reporting Period Q4/22

**STATUS** BPAC and staff have completed the review of applications for the EQL program. Resolution adopting BPAC recommendations on agenda for October 17 Committee of the Whole.

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### Reporting Period Q1/23

**STATUS** Council approved BPAC recommendations to move 10 projects into the implementation phase. Five additional projects were approved for further study and evaluation.



Reporting Period Q2/23

STATUS Completed.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 2. Increase investment in infrastructure equity  
**Action Step** b) Implement EQL selected projects

**Responsibility for Action** Executive / Public Works / BPAC

### Reporting Period Q3/22

**STATUS** Applications are under review for project selection; money is included in FY 23 CIP once projects have been scoped, selected, and designed.

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### Reporting Period Q4/22

**STATUS** Projects are planned to move into planning/design before the end of the calendar year, following Council vote on BPAC recommendations.

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### Reporting Period Q1/23

**STATUS** Ten EQL projects are now in the implementation (design/construction) phase. Five additional projects have been designated for further study and evaluation. Design work and studies will begin in January 2023.

**Reporting Period Q2/23**

**STATUS** Design underway for most of the EQL project locations. Staff anticipates putting construction work out to bid toward the end of 2023.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure

**Strategy** 2. Increase investment in infrastructure equity

**Action Step** c) Budget and strategy to take advantage of infrastructure grant funding

**Responsibility for Action** Public Works / Community Development

### Reporting Period Q3/22

**STATUS** CD Coordinator position was included in FY 23 budget to help strategize, assist with research/applications, and grant administration. Recruitment/hiring is the next step.

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### Reporting Period Q4/22

**STATUS** No change but...staff has continued to monitor and pursue selected grant opportunities with assistance from Champaign County Regional Planning Commission (RPC) and consultants, including the SS4A grant for north Lincoln Avenue and two ITEP grants for shared use paths (Florida Avenue and Baker's Lane).

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### Reporting Period Q1/23

**STATUS** No change.

**Reporting Period Q2/23**

**STATUS**      Second application for RAISE grant for Florida Avenue (Wright to Hillcrest) was submitted. This project was featured as a priority for Champaign County First trip to DC. Urbana did not receive SS4A grant for Lincoln Avenue (Wascher to Killarney), but will reapply this year. Two ITEP grants awarded to Urbana: Florida Avenue Multi-Use Path and Bakers Lane Multi-Use Path.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 2. Increase investment in infrastructure equity  
**Action Step** d) Incorporate "equity lens" into priorities evaluation

**Responsibility for Action** Public Works

Reporting Period Q3/22

**STATUS** No progress; EQL program serves as a pilot for incorporating equity lens. Will use what we learn from EQL to identify successful implementation strategies.

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Reporting Period Q4/22

**STATUS** No change.

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Reporting Period Q1/23

**STATUS** No change. Capital planning begins this quarter and staff will incorporate equity into the prioritization criteria.

**Reporting Period Q2/23**

**STATUS** Sidewalk prioritization currently gives preference to locations 1) in Community Development Target Areas (low- to moderate-income census blocks), 2) in Pedestrian Priority Areas (defined by CCRPC Sidewalk Inventory Analysis, with target populations of people with disabilities and/or age 65 and older), and 3) eligible for CDBG funding. Staff will use the sidewalk prioritization as a model for incorporating an "equity lens" into planning efforts. Street prioritization is next.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 3. Expand "green" infrastructure within the community  
**Action Step** a) Explore possible locations and funding for EV infrastructure

**Responsibility for Action** Public Works / SAC

### Reporting Period Q3/22

**STATUS** Once final details of IEPA established EV Charging Station rebate and grant program are released as directed by the Climate and Equitable Jobs Act (CEJA) passed 9/15/21, the City plans to install an EV charging station at Downtown parking deck and assist with marketing this program for other public/private developments. Program was slated to begin 7/1/22 with up to 80% of costs of installation of Level 2 or Level 3 charging stations being eligible for funding but final details have yet to be released.

### Reporting Period Q4/22

**STATUS** Staff will be publishing a Request for Proposals (RFP) for EV charging-as-a-service, whereby the selected vendor/s would build, own, operate, and (eventually) decommission EV charging stations on City-owned property at no cost to the City.

### Reporting Period Q1/23

**STATUS** Staff have selected a vendor to install and operate EV charging stations at City-owned lots at no cost to the City. The vendor is applying for grant funding and developing project feasibility.

Reporting Period Q2/23

STATUS      No change.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure  
**Strategy** 3. Expand "green" infrastructure within the community  
**Action Step** b) Options to enhance sustainability/climate resiliency on City property

**Responsibility for Action** Public Works / HR/Finance / SAC

### Reporting Period Q3/22

**STATUS** Storage Facility (under construction) is being built solar ready. Reviewing alternates for renewable energy sources during design/bidding of public facility improvement projects (including Fire Stations and other proposed facility improvements in the CIP).

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### Reporting Period Q4/22

**STATUS** The Sustainability Advisory Commission (SAC) has recommended sustainable design features for the forthcoming Fire Station developments.

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### Reporting Period Q1/23

**STATUS** Council's draft program and budget for the Fire Stations incorporate some of SAC's recommendations by including: geothermal heating/colling as a bid alternate, solar power as a bid alternate, and theoretical LEED scoring without formal certification.



**Reporting Period Q2/23**

**STATUS**      Staff are collecting utility bills for 12 months of actual electrical consumption at the new City-wide storage facility to size a future rooftop solar array.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #3 Infrastructure

**Strategy** 3. Expand "green" infrastructure within the community

**Action Step** c) Explore "green" fee revenue (ex: plastic bags) & green revolving funds

**Responsibility for Action** Public Works / SAC / HR/Finance / Executive

### Reporting Period Q3/22

**STATUS** Staff received data sheets from UIUC students titled A Plastic Bag Tax for C-U and Logistics of Urbana Waste Plan highlighting info about implementation of a plastic bag tax & development of food waste diversion regs. Additional research, public engagement, etc. regarding green fee revenues or viability of a sustainable green revolving fund has not occurred at this time due to staff bandwidth.

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### Reporting Period Q4/22

**STATUS** No change.

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### Reporting Period Q1/23

**STATUS** SAC is studying this matter and developing a recommendation for Council. The next SAC meeting is February 7, 2023.

**Reporting Period Q2/23**

**STATUS** SAC passed a resolution recommending to Council that they direct staff time towards this goal. More clarity is required for staff to better identify the primary purpose or desired outcome of this effort.

Council will need to consider the on-going activities that will need to be curtailed or eliminated to change the scope and status of this Action Step.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 1. Support current local businesses  
**Action Step** a) Expand small business pandemic support to non-trad'l Urbana bus.

**Responsibility for Action** Council / Community Development

### Reporting Period Q3/22

**STATUS** Awaiting ARPA allocations. Staff will identify the businesses using current home occupancy permits and food truck licenses with the City by the end of July.

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### Reporting Period Q4/22

**STATUS** Following a discussion with City Council on October 3, Council agreed that new grant programs from the Illinois Department of Commerce and Economic Opportunity (DCEO) were a better fit for COVID recovery for non-traditional businesses than trying to use ARPA funds. Staff will prepare a proposal to help existing and emerging new, non-traditional businesses as part of the FY 2023-2024 annual budget.

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### Reporting Period Q1/23

**STATUS** A proposal to assist existing and emerging new, non-traditional businesses will be incorporated into the FY 2023-2024 draft budget.

**Reporting Period Q2/23**

**STATUS**

The State has released \$175 million in a new B2B program for restaurants, hotels, and creative industries. All who are eligible and apply will receive some funding. B2B restaurant grants include taverns, bars, caterers, breweries, wineries, and food trucks. Hotel funding is allocated at \$1,500 per room. Eligible B2B arts recipients include performing and presenting arts organizations, theaters, museums, arts education, and cultural heritage organizations.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development

**Strategy** 1. Support current local businesses

**Action Step** b) Survey local, minority-owned businesses to understand challenges

**Responsibility for Action** Community Development

### Reporting Period Q3/22

**STATUS** Staff are in conversation with the Champaign County Black Chamber of Commerce about services they can provide to the City through a partnership agreement. The survey may be one of the areas where BCC can assist. We are also awaiting the results of the Illinois Office of Minority Business Empowerment survey to see how those results capture Urbana.

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### Reporting Period Q4/22

**STATUS** On October 10, City Council approved an Economic Development Agreement with the Black Chamber of Commerce. Feedback opportunities will be integral to all co-sponsored events to determine the specific needs of Urbana's Black-owned businesses. Staff is still waiting for the results of the Illinois Office of Minority Business Empowerment survey to be released.

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### Reporting Period Q1/23

**STATUS** No change.

**Reporting Period Q2/23**

**STATUS**      The State released the findings of the Statewide Black Business Survey at the end of February 2023. Staff are working with EDC to create a Champaign County list of Black-owned businesses who will now be surveyed. Urbana will have input on the survey questions.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development

**Strategy** 1. Support current local businesses

**Action Step** c) Identify site/s Downtown to target for 50 units of market rate housing

**Responsibility for Action** Mayor / Staff

Reporting Period Q3/22

**STATUS** Staff has begun the process of identifying sites for market rate housing development.

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Reporting Period Q4/22

**STATUS** Ongoing.

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Reporting Period Q1/23

**STATUS** Staff expect to bring a Request for Proposals to Council for consideration during the first or second quarter to build market rates housing on one or more sites Downtown.

**Reporting Period Q2/23**

**STATUS** Staff are preparing the Request for Proposals for Downtown sites suitable for market rate housing development.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

Strategic Area #4 Economic Recovery/Development  
 Strategy 1. Support current local businesses  
 Action Step d) Enhance CDAP to include more Urbana MBE/WBE/VBE

Responsibility for Action Executive

### Reporting Period Q3/22

**STATUS** Staff participated in Office of Minority Economic Enterprise financial resources for small business webinar. Staff met with Gabe JaJa, Eprism, for presentation on CDAP and automation features for data collection for contract work. City of Urbana, Champaign County, and Urbana Park District hosted a "mixer" for construction contractors to meet each other for potential partnerships on upcoming construction projects.

### Reporting Period Q4/22

**STATUS** Staff continues to meet with qualified businesses to promote CDAP. Not all qualified businesses are interested in participating in CDAP because the types of services they provide are not targeted toward government or institutional users.

### Reporting Period Q1/23

**STATUS** Staff will include requirement for contractors to propose how to meet 10% MBE/WBE/VBE goals in the Fire Station construction contract, including proposed enforcement conditions.



**Reporting Period Q2/23**

**STATUS**

Public Works will issue an RFP for Construction Manager services related to the construction of the Fire Stations. Respondents will be required to describe how they would propose to meet and enforce at least 10% participation by MBE/WBE/VBE firms in the construction contracting for these projects.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 1. Support current local businesses  
**Action Step** e) Merge existing businesses lists and create business registry

**Responsibility for Action** Executive / Community Development

### Reporting Period Q3/22

**STATUS** Staff are waiting on the Urbana Free Library to purchase Reference USA, which will provide a list at no charge to the City of ALL Urbana businesses that staff can use to cross-reference with the lists already assembled.

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### Reporting Period Q4/22

**STATUS** Staff working to cross-walk Reference USA information with our original list. Reference USA does not have email addresses, so additional work is required to obtain that information. Staff is exploring the creation of a business registry process. There is also a working group among City staff, EDC, the Champaign Public Library, and the Black Chamber of Commerce to create a listing of Black-owned businesses County-wide.

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### Reporting Period Q1/23

**STATUS** The Urbana business list has been compiled. Citizen Serve is being considered as the tool for creating a business registry. Departmental representatives are currently providing input on useful information to collect.

Reporting Period Q2/23

**STATUS**      Staff continues to add information to the City's internal business list.

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Reporting Period Q3/23

**STATUS**

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Reporting Period Q4/23

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development

**Strategy** 1. Support current local businesses

**Action Step** f) Study the challenges facing childcare providers in Urbana

**Responsibility for Action** Executive

**Reporting Period Q3/22**

**STATUS** Staff have started collecting examples of programs in other cities to support childcare providers.

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**Reporting Period Q4/22**

**STATUS** Ongoing.

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**Reporting Period Q1/23**

**STATUS** Ongoing.

Reporting Period Q2/23

STATUS Ongoing.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 2. Promote workforce development  
**Action Step** a) Explore creation of incentive program for hospitality/retail workers

**Responsibility for Action** City Administrator's Office / Urbana Free Library

### Reporting Period Q3/22

**STATUS** Urbana Free Library staff are currently researching whether any such incentive programs exist in other communities. Results of research expected by the end of July.

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### Reporting Period Q4/22

**STATUS** Library staff have provided the results of their search to City staff. Still under study.

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### Reporting Period Q1/23

**STATUS** All programs studied included subsidies of \$400 - \$1,500 per qualified employee during the height of COVID. Staff need to determine whether local hospitality and restaurant employers would find such a program to be helpful in attracting/retaining permanent employees under current conditions.

Reporting Period Q2/23

STATUS Ongoing.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 2. Promote workforce development  
**Action Step** b) Collaborate to create a robust marketing program for SWFT.

**Responsibility for Action** Mayor 's office / Contracted marketing firm

### Reporting Period Q3/22

**STATUS** The SWFT program is fully enrolled and funded. May need to consider realigning Action Step, such as funding Parkland Foundation Scholarships for Urbana residents enrolled in SWFT or funding Urbana students enrolled in Champaign County Housing Authority Youthbuild program.

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### Reporting Period Q4/22

**STATUS** No change.

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### Reporting Period Q1/23

**STATUS** Staff recommend updating this goal.

Reporting Period Q2/23

STATUS      Staff recommend updating this goal.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development

**Strategy** 2. Promote workforce development

**Action Step** c) Explore the creation of a Dual Credit Program (FIRE/EMS/LE)

**Responsibility for Action** Executive

### Reporting Period Q3/22

**STATUS** No progress to date.

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### Reporting Period Q4/22

**STATUS** No progress to date.

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### Reporting Period Q1/23

**STATUS** No progress to date.



Reporting Period Q2/23

STATUS      No progress to date.

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Reporting Period Q3/23

STATUS

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Reporting Period Q4/23

STATUS

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 3. Recruit new businesses and industries  
**Action Step** a) Recruit a new hotel to the Cunningham Ave corridor near I-74

**Responsibility for Action** Economic Development

### Reporting Period Q3/22

**STATUS** Hotel Market Study shared with more than 50 hotel brands/franchisees, both locally and nationally. Staff to continue building these relationships and spreading the word on the viability of a hotel on North Cunningham/I-74.

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### Reporting Period Q4/22

**STATUS** Ongoing.

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### Reporting Period Q1/23

**STATUS** Ongoing. Possible update of Hotel Market Study from March 2022 is currently under consideration.

**Reporting Period Q2/23**

**STATUS** Received a new lead from Wyndham Hotels group (including La Quinta, AmericInn, Microtel, Hawthorn Suites). Through this contact, the City's information package will be shared with 400 Wyndham-group hotel owners in Illinois and 300 non-Wyndham owners to solicit interest in Urbana.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 3. Recruit new businesses and industries  
**Action Step** b) Create an incentive package & recruit a grocery store to NW Urbana

**Responsibility for Action** Economic Development / Council

### Reporting Period Q3/22

**STATUS** Property on North Lincoln Avenue has been identified as a possible site. Aldi isn't interested because proximity too close to existing store. Property is in Opportunity Zone but not in TIF or EZ.

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### Reporting Period Q4/22

**STATUS** Ongoing.

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### Reporting Period Q1/23

**STATUS** Conversations underway with potential grocers or their representatives, although none is currently interested in expanding in the area. This effort is ongoing.

**Reporting Period Q2/23**

**STATUS**      Investigating potential lead with Grocery Outlet Bargain market, one of the 10 Top Retail Brands to Watch in 2023. They have more than 400 stores across the country.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:





# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 3. Recruit new businesses and industries  
**Action Step** c) Create an incentive package to attract a new cannabis dispensary

**Responsibility for Action** Economic Development

### Reporting Period Q3/22

**STATUS** Initial research has begun on the state's licensing requirements with the IL Cannabis Loan and Grant Program and the IL Cannabis Regulation Oversight Office. Staff will research how many licenses are available, when they will be issued, and the City's realistic ability to recruit a minority owner.

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### Reporting Period Q4/22

**STATUS** Staff has identified the three license holders that could locate in Urbana. Efforts to contact these license holders are ongoing.

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### Reporting Period Q1/23

**STATUS** Staff continues to pursue leads in this area.

**Reporting Period Q2/23**

**STATUS**           Contacted dispensary who was denied a license in Vermilion County. They are unable to transfer their license to Champaign County.

Letters were sent to current holders of Conditional Adult Use Dispensing Organization Licenses for the Urbana-Champaign region. Only respondent indicated their preference for champaign due to higher traffic counts.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes:



# Mayor/Council Goals

## Quarterly Reporting

**Strategic Area** #4 Economic Recovery/Development  
**Strategy** 3. Recruit new businesses and industries  
**Action Step** d) Identify Downtown destinations for Hotel Royer guests, etc.

**Responsibility for Action** Mayor / Contracted Firm / BPAC / SAC

### Reporting Period Q3/22

**STATUS** Downtown destinations will be defined further through the Public Realm Study, which will kick-off the week of July 18th. Confluence and Project for Public Spaces are leading the study. Once destinations are defined, they will be marketed via the marketing campaign for which the ED team is issuing an RFP. The RFP will be issued July 8th, responses will be due by August 15th and a selection made by October 1st.

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### Reporting Period Q4/22

**STATUS** Public Realm Study is underway. Marketing RFP has been reissued due to limited response; submittals are due on November 14.

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### Reporting Period Q1/23

**STATUS** Findings from the Public Realm Study are scheduled to be presented to Council on February 27, 2023.

**Reporting Period Q2/23**

**STATUS** Public Realm Study results presented to Council. Initial temporary activities and installations are being developed.

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**Reporting Period Q3/23**

**STATUS**

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**Reporting Period Q4/23**

**STATUS**

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Additional Notes: