



CITY OF
URBANA

City Administrator
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TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Carol Mitten, City Administrator

DATE: September 20, 2023

SUBJECT: THIRD QUARTER 2023 UPDATE ON MAYOR/COUNCIL STRATEGIC GOALS

The City Council adopted the Mayor/Council Strategic Goals for 2022-2023 on April 11, 2022. Attached is the update for the third quarter of calendar year 2023.

I will present highlights of this update at the Council meeting on September 25.



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.

Reporting Period Q3/23

STATUS All of the awardees have signed contracts. Funds are being distributed according to the approved schedules.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS

USD #116 has a signed agreement and has requested initial reimbursement. An individual has been hired for the specialist position.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS ABLE training has been completed. Position for Criminal Intelligence Analyst will be posted in the next month or two.

Reporting Period Q4/23

STATUS

Additional Notes:



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.

Reporting Period Q3/23

STATUS

The overall project is tracking on the timeline. Staff are expecting some preliminary recommendations from BerryDunn related to police staffing relatively soon.

BerryDunn is crafting a community survey. The date to issue the survey is not yet known, but the City will work with BerryDunn to ensure wide dissemination.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q1/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q2/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q3/23

STATUS Awaiting completion of Public Safety Review.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS ARPA applications are due on November 16.

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.

Reporting Period Q3/23

STATUS All of the awardees have signed contracts. Funds are being distributed according to the approved schedules.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No progress to date.

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.

Reporting Period Q3/23

STATUS Representative activities for the quarter: meetings in every ward to present the Balancing Act tool for the Comp Plan; mailer for the stormwater fee; public education and outreach for Geothermal U-C; CU @ Home meeting for the low-barrier shelter on Springfield Avenue; City representation at annual SUNA meeting; City representation at Park District's Neighborhood Nights, Jettie Rhodes Day, various arts and culture events, Juneteenth celebration, C-U One-to-One, Welcoming Week.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Cards with the QR-code are available. The Resource Guide is available on the City's website.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q3/23

STATUS No further action required.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS ARPA applications are due on November 16.

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.

Reporting Period Q3/23

STATUS No further action required.

Reporting Period Q4/23

STATUS

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.

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.

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 HACCC and CCRPC on the creation of a Single Room Occupancy (SRO) project.

Reporting Period Q3/23

STATUS Staff coordinated with Champaign County Continuum of Service Providers to the Homeless to develop a 3-year strategic plan to reduce homelessness in the County. Staff also assisted with planning the County-wide Homeless Services Summit, intended to increase coordination and collaboration among local service providers and funders. City Council voted to provide \$250,000 of HOME ARP funds to support a mid-barrier shelter operated by CU @ Home.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No change.

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.

Reporting Period Q3/23

STATUS Staff are expanding their expertise within the Office of Human Rights and Equity including detailed training on the Americans with Disabilities Act. Staff are working collaboratively with the Housing Authority of Champaign County on housing discrimination cases. Staff met with Champaign's Community Relations Manager and Compliance Officer to advance shared compliance goals. Staff continue to build their network in the Community of Practice. Human Rights Specialist recently hired.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

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

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.

Reporting Period Q3/23

STATUS No update on roof repair. Staff continue to solicit applications from low-income Urbana residents who need assistance to repair or replace their roof. In addition, two properties in Urbana received assistance under CDBG Code Enforcement to address overgrowth and blight.

Reporting Period Q4/23

STATUS

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.

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.)

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.

Reporting Period Q3/23

STATUS Eleven applications for rehabilitation assistance were processed and approved by Grants Management staff this quarter.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

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

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.

Reporting Period Q3/23

STATUS The CAPER was presented to the Committee of the Whole on August 28, 2023 for review and comment. The 30-day public comment period will end on September 20, and the report will be submitted to HUD on September 28.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Traffic signals -- complete. Street Lighting -- awaiting final version of report that incorporates City comments provided in the spring. Sanitary Sewer System -- data acquisition is underway for sanitary/storm manholes. Sanitary Sewer Asset Management Plan planning effort kicked off and is now in data collection/analysis phase.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Awaiting completion of light asset management plan (LAMP) before developing level of service and sustainable funding targets. Council voted to increase the Stormwater Utility Fee to \$8.00 per ERU on January 1, 2024. Staff is developing a recommendation for a rate adjustment to the Local Motor Fuel Tax for Council consideration. This would be a temporary measure until a more sustainable long-term funding source can be identified.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS New Building Code was adopted with Flood Damage Prevention Ordinance updates.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Completed.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Plans under review for EQL sidewalk and streetlight projects. On schedule for construction in 2024. Speed studies completed for selected EQL traffic calming projects. Next step is analysis of findings with consultant and evaluating cost/benefit of prospective traffic calming measures.

Reporting Period Q4/23

STATUS

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.

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).

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.

Reporting Period Q3/23

STATUS Design for ITEP grant projects will begin soon. Staff reapplied for SS4A grant for Lincoln Avenue (Wascher to Killarney). Second attempt for RAISE grant for Florida Avenue was unsuccessful. Instead, staff applied for Highway Safety Improvement Plan (HSIP) grant for the Florida Avenue/Race Street intersection safety improvements. CD Coordinator position still vacant.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No change.

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.

Reporting Period Q3/23

STATUS For the FY24 CIP, staff updated the scoring system for transportation projects by adding a Community Development Target Area (CDTA) category. Additionally, areas within a CDTA or DCEO underserved area get preference points in the scoring system, because they would be eligible for supplemental funding. Combined advantage if both categories apply is 9%.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q3/23

STATUS The selected vendor (who was also the only responsive vendor) was not awarded a grant and is not able to move forward with an installation. Staff will review City fleet and facilities improvements to support future EV fleet purchases.

Reporting Period Q4/23

STATUS

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).

Reporting Period Q4/22

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

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.

Reporting Period Q3/23

STATUS Staff have several more months of bills left to collect. After 12 months of data are in hand, staff will evaluate capital funding and a procurement approach for rooftop solar on the storage facility.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No change.

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.

Reporting Period Q3/23

STATUS Staff developed an estimate of staff time necessary for outreach, implementation, and on-gong administration of this type of tax/fee. Council may consider adding implementation of this tax/fee in the next round of Mayor/Council Strategic Goals.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Staff met with several Urbana small business owners and asked what they need most to be successful. Top needs included marketing, technology, networking, and access to capital. (These responses mirror the Illinois Black Business Survey.) Staff are drafting a new marketing grant as a result of these conversations. Staff met with Justine Petersen representative to learn how ARPA funds are being allocated to Urbana businesses in need of assistance.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS City-sponsored Champaign County Black Chamber of Commerce business roundtable event was held in June. No Urbana businesses attended. Staff has learned of successful programs in Peoria and Springfield through DCEO. More research is needed to determine the applicability of these programs to Urbana. Staff are drafting a Black Business Support Strategy for Urbana.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS Ongoing.

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

Reporting Period Q3/23

STATUS

Reporting Period Q4/23

STATUS

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.

Reporting Period Q3/23

STATUS Staff are planning a "Doing Business with Urbana" event at The Urbana Free Library where businesses can register for CDAP, register for OpenGov (list of RFPs and contracting opportunities), and submit W-9s to register as City vendors.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Continued research has shown that a business registry, especially one with a fee, would not be well received by the Urbana business community and would be difficult to enforce and maintain. "Doing Business with Urbana" event (see previous item) is expected to augment the City's existing list.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS Ongoing.

Reporting Period Q1/23

STATUS Ongoing.

Reporting Period Q2/23

STATUS Ongoing.

Reporting Period Q3/23

STATUS Ongoing.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

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

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.

Reporting Period Q3/23

STATUS Ongoing.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No change.

Reporting Period Q1/23

STATUS Staff recommend updating this goal.

Reporting Period Q2/23

STATUS Staff recommend updating this goal.

Reporting Period Q3/23

STATUS Staff recommend updating this goal.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS No progress to date.

Reporting Period Q1/23

STATUS No progress to date.

Reporting Period Q2/23

STATUS No progress to date.

Reporting Period Q3/23

STATUS No progress to date.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS Ongoing.

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.

Reporting Period Q3/23

STATUS Several targeted parcels of land in the North Cunningham Avenue corridor have sold for non-hotel uses. Staff will reassess the viability of this goal, and consider a potential update to the Hotel Market Study prepared in March 2022.

Reporting Period Q4/23

STATUS

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.

Reporting Period Q4/22

STATUS Ongoing.

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.

Reporting Period Q3/23

STATUS Staff are now pursuing two specific grocery store chains without a presence in Urbana: Ruler Foods and DG Market. Staff also met with DCEO staff to learn more about Senate Bill 850 (Illinois Grocery Initiative) and share with them our persistent efforts to attract a grocery store to Ward 3.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS Staff are in communication with an ownership team with both a dispensary license and a craft grower license. Viable sites of sufficient size to suit their needs are limited.

Reporting Period Q4/23

STATUS

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.

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.

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.

Reporting Period Q3/23

STATUS The Public Realm implementation team is working with The Urbana Free Library to activate the Library's lots at Race and Green Streets for Spring 2024. Economic Development staff has created an Urbana restaurant map. New Downtown businesses opened this quarter include: Encanto (restaurant/bar), Gallery Art Bar (bar), and Strictly Wicks (retail).

Reporting Period Q4/23

STATUS

Additional Notes: