

**URBANA CITY COUNCIL  
MEETING OF COMMITTEE OF THE WHOLE  
AGENDA  
(Esther Patt, Chair)**

**DATE:** Monday, May 14, 2001

**TIME:** 7:30 P.M.

**LOCATION:** Urbana City Council Chambers  
400 South Vine Street

**AGENDA:**

1. Call to Order and Roll Call
2. Additions to the Agenda and Staff Report
  - a. Historic Preservation Preservations
3. Minutes of the Previous Meeting
4. Public Input
5. Capital Improvement Plan 10-Year Project List Update [Forwarded from April 23, 2001 meeting]
6. Resolution No. 2001-05-014R: A Resolution Authorizing the Execution of an Amendment to the Memorandum of Understanding With the Housing Authority of Champaign County for the Administration of The Tenant-Based Rent Assistance Program
7. Appointment of Rules Committee
8. Budget Markup
9. Closed Session:
  - a. Pending Litigation; and
  - b. Establish Fee for Vacation of Right-Of-Way
10. Adjournment

**OTHER ITEMS IN PACKET FOR INFO. PURPOSES ONLY:**

Minutes Urbana Traffic Commission, May 1, 2001

March STEP Reports

April STEP Reports



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES  
ADMINISTRATION AND PLANNING DIVISION  
M E M O R A N D U M

TO: Bruce K. Walden, Chief Administrative Officer  
FROM: Bob Grewe, AICP, Manager, Grants Manager Division  
DATE: May 10, 2001  
RE: Approval of: *A Resolution Authorizing the Execution of an Amendment to the Memorandum of Understanding With the Housing Authority of Champaign County for the Administration of The Tenant-Based Rent Assistance Program*

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Brief Description of the Issue

Included on the agenda of the May 14 meeting of the Committee of the Whole is the proposed approval of a resolution entitled *A Resolution Authorizing the Execution of an Amendment to the Memorandum of Understanding With the Housing Authority of Champaign County for the Administration of The Tenant-Based Rent Assistance Program*.

A copy of the resolution and amendment are attached.

The City entered into the *MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF URBANA AND THE HOUSING AUTHORITY OF CHAMPAIGN COUNTY FOR THE ADMINISTRATION OF THE TENANT-BASED RENT ASSISTANCE PROGRAM* on July 31, 1997.

The term of the Memorandum of Understanding (MOU) was for three (3) years. As such, it expired July 31, 2000. However, the working arrangement between the two organizations has continued to date.

Staff identified this lapse in the contract and proposed an amendment to change the term of the Memorandum of Understanding from three (3) years to six (6) years, effectively extending the MOU for an additional three (3) years.

Elawrence Davis, Executive Director of the Housing of Authority of Champaign County has been provided draft copies of the proposed amendment.

Identification of the Issue(s) and Any Approvals Required

The issue before City Council is whether to approve the Resolution. City Council approval is necessary for the City to execute the proposed amendment.

Background/Facts

The Tenant-Based Rent Assistance Program is administered with HOME funding from HUD and is designed to help clients transition from Transitional Housing Programs to independent living arrangements.

Funding in the amount of \$35,000 is still available for the TBRA program.

## **Fiscal Impact**

There would be no effect on the City's General Fund as these moneys have been budgeted through the HOME program.

## Recommendation

At its April 24 regular meeting, the Community Development Commission recommended that council approve the resolution.

Community Development Services staff recommends City Council approve the *Resolution Authorizing the Execution of an Amendment to the Memorandum of Understanding With the Housing Authority of Champaign County for the Administration of The Tenant-Based Rent Assistance Program.*

Prepared by:

Bob Grewe, AICP, Manager  
Grants Management Division

**AMENDMENT  
TO THE  
MEMORANDUM OF UNDERSTANDING  
BETWEEN THE CITY OF URBANA  
AND THE HOUSING AUTHORITY OF CHAMPAIGN COUNTY  
FOR ADMINISTRATION OF THE TENANT-BASED RENT ASSISTANCE PROGRAM**

THIS AMENDMENT is made and entered into by and between the City of Urbana, Illinois, a municipal corporation with offices located at 400 South Vine Street, Urbana, Illinois (hereinafter the "City"), and the Housing Authority of Champaign County, a municipal corporation with offices located at 205 W Park, Champaign, Illinois (hereinafter the "Housing Authority").

WITNESSETH

WHEREAS, the City and the Housing Authority are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, as specified at ILCS 220/1 et seq. (1996); and

WHEREAS, the purposes of the Intergovernmental Cooperation Act, and Article 7, Section 10 of the 1970 Constitution of the State of Illinois, include fostering cooperation among units of local governmental in planning and providing services to their citizens; and

WHEREAS, the City and the Housing Authority are authorized to contract among themselves to obtain or share services or exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinances; and

WHEREAS, the City is a recipient of HOME Investment Partnerships (hereinafter "HOME") Program funds from the U.S. Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, the City has elected to utilize a portion of its FY1995-1996 and FY1996-1997 HOME Program funds to provide rent assistance to previously-homeless families through a Tenant-Based Rent Assistance Program (hereinafter the "TBRA Program") similar to the Housing Authority Section 8 Certificate and Voucher Program; and

WHEREAS, the City and the Housing Authority have determined that it is to their mutual benefit to enter into a Memorandum of Understanding for the purpose of utilizing existing staff resources and expertise in the most efficient way for the benefit of previously-homeless residents seeking rental assistance; and

WHEREAS, the City and the Housing Authority have executed a Memorandum of understanding, dated July 31, 1997.

**NOW, THEREFORE, for and in consideration of the premises and of the mutual covenants and agreements herein contained, the parties agree as follows.**

1. Paragraph one is modified to change the address of the Champaign County Housing Authority to: 205 W. Park.
2. Item 11. Term of Memorandum is changed from a three (3) year to a six (6) year term. The provision shall read that the Memorandum shall remain in full force and effect for a period of six (6) years from the effective date, unless otherwise terminated as provided for Section 12 of this Memorandum.
3. Item 14 is changed to indicate that Bob Grewe, Manager is the appropriate City of Urbana point of contact and that the address of the Champaign County Housing Authority is 205 W. Park.
4. All other provisions of said Recipient Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, and have caused this instrument to be executed by their duly authorized officials and corporate seals affixed hereto, all on the day and year first above written.

**CITY OF URBANA**

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

**CHAMPAIGN COUNTY HOUSING AUTHORITY**

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Attachment: City of Urbana Tenant Based Rent Assistance Program Description

**RESOLUTION NO. 2001-05-014**

(A Resolution Authorizing the Execution of an Amendment to the Memorandum of Understanding With the Housing Authority of Champaign County for the Administration of The Tenant-Based Rent Assistance Program)

WHEREAS, the City and the Housing Authority are public agencies within the meaning of the Illinois Intergovernmental Cooperation Act, as specified at ILCS 220/1 et seq. (1996); and

WHEREAS, the purposes of the Intergovernmental Cooperation Act, and Article 7, Section 10 of the 1970 Constitution of the State of Illinois, include fostering cooperation among units of local governmental in planning and providing services to their citizens; and

WHEREAS, the City and the Housing Authority are authorized to contract among themselves to obtain or share services or exercise, combine, or transfer any power or function, in any manner not prohibited by law or by ordinances; and

WHEREAS, the City is a recipient of HOME Investment Partnerships (hereinafter "HOME") Program funds from the U.S. Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, the City has elected to utilize a portion of its FY1995-1996 and FY1996-1997 HOME Program funds to provide rent assistance to previously-homeless families through a Tenant-Based Rent Assistance Program (hereinafter the "TBRA Program") similar to the Housing Authority Section 8 Certificate and Voucher Program; and

WHEREAS, the City and the Housing Authority have determined that it is to their mutual benefit to enter into a Memorandum of Understanding for the purpose of utilizing existing staff resources and expertise in the most efficient way for the benefit of previously-homeless residents seeking rental assistance; and

WHEREAS, the City and the Housing Authority have executed a Memorandum of understanding, dated July 31, 1997.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the City Council hereby approves an Amendment to the Memorandum of Understanding Between the City of Urbana and the

Housing Authority of Champaign County for the Administration of the  
Tenant Based Rent Assistance Program, attached hereto and  
incorporated herein, said Amendment .

Section 2. That the Urbana City Council authorizes the Mayor of  
the City of Urbana to execute said Amendment on behalf of the City.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

AYES:

NAYS:

ABSTAINS:

\_\_\_\_\_

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_

Tod Satterthwaite, Mayor

URBANA TRAFFIC COMMISSION  
Tuesday, May 1, 2001

MEMBERS PRESENT:

Carolyn Kearns, City Council Member  
Joe Smith, Assistant City Engineer  
Eddie Adair, Chief of Police

OTHERS PRESENT:

Shawn Crowley, Traffic Enforcement Supervisor  
Glenn Berman, Engineering and Administration Manager  
Reed Berger, Economic Development Division  
William Goldstein, Flex-N-Gate  
Karen Pratt, 405 North Jackson, Champaign

Meeting began at 4:00 p.m.

**Additions to the agenda:**

There were no additions to the agenda.

**Approval of Minutes:**

Joe Smith moved to accept the minutes as read. Eddie Adair seconded the motion. The Commission voted 3-0 to approve the minutes of February 2001.

**Item #1 - Discussion of parking restrictions on Anderson Street from California Avenue to Illinois Street.**

Joe Smith discussed the concern of a resident who lives on California Avenue with a driveway that is accessed from Anderson Street. Mr. Smith stated that the resident was concerned about backing out of his driveway since the neighborhood streets project had reduced the width of the street. Mr. Smith summarized the content of a letter sent to the homeowners along the 500 and 600 blocks of South Anderson Street. The letter asked for input from residents about restricting parking on Anderson Street within those blocks.

Glenn Berman stated that the Engineering Division received a call from a resident in the 600 block of South Anderson asking that the City not restrict parking in that block. No other input was received. Mr. Berman suggested that the restrictions be limited to the 500 block and the City would respond to individual complaints from those in the 600 block.



Joe Smith moved to restrict parking along the west side of Anderson Street from 119 feet to 150 feet south of the centerline of California Avenue. He asked that No Parking Anytime signs be installed in this restricted area on Anderson Street between California Avenue and Illinois Street.

Eddie Adair seconded the motion.

The motion passed 3-0.

The item will go to Council for approval.

**Item #2 - Discussion of parking restrictions on Federal Drive and Cardinal.**

Joe Smith discussed the current situation on Federal Drive and Cardinal Court stating that this is uncontrolled intersection in an industrial subdivision. He added that vehicles parked along the street and obstructed visibility in the intersection.

Joe Smith moved to install no parking signs and to paint the curb yellow on the west side of Federal Drive from 75 feet south of the centerline of Cardinal Court to 90 feet north of the centerline of Cardinal Court and on the both sides of Cardinal Court from 63 feet west of the centerline of Federal Drive.

Eddie Adair seconded the motion.

The motion passed 3-0.

This item will go to Council for approval.

The Commission asked that the employee at Nogle and Black be notified of the Commission's recommendation.

**Item #3 - Discussion of semi truck parking along Butzow Drive, east of Guardian Drive.**

Glenn Berman discussed a resident's concern expressed about semi truck parking on Butzow Drive.

Bill Goldstein stated that semi trucks attempting to deliver to Flex-N-Gate occasionally arrive after their receiving department had gone for the day. He added that the truck drivers parked on the north side of Butzow Drive until receiving opened. He stated that there would be 5-7 semi trucks waiting for 3 to 4 hours at the most.

Joe Smith moved to prohibit parking on both sides of Guardian Drive from University Avenue to Butzow Drive.

Glenn Berman stated that those traveling from Carriage Estates trailer park would prefer that the semi trucks not park on Butzow Drive east of Guardian Drive.

Bill Goldstein stated that he would ask BCA or HDC what the cost would be to develop a temporary parking lot on the 17 acres that Flex-N-Gate recently acquired. He stated that the trucks could park across the corner from Butzow Drive and Guardian Drive, but he was concerned that the noise would be disrupted for those in the adjacent trailer park. He asked the Traffic Commission to postpone this item until next month during which time he could look into some possible solutions (such as using a temporary parking lot, allowing drivers to wait in the facility before the receiving department opened, or to open the receiving department earlier) to avoid semi truck parking on Butzow Drive.

Glenn Berman stated that the Engineering Division would observe the situation early in the morning to look at the problem and suggest possible solutions.

Eddie Adair seconded the motion.

The motion was approved 3-0.

The Traffic Commission will discuss possible solutions at its next scheduled meeting.

**Addendum- Discussion of STEP reports.**

Eddie Adair discussed STEP reports for March and April. (See attached reports

Meeting adjourned 4:25 p.m.

The next meeting will be on Tuesday, June 5, 2001 at 4:00 p.m.

Respectfully submitted,  
Barbara Stiehl  
Recording Secretary

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**URBANA POLICE DEPARTMENT MEMORANDUM**

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**TO:** CHIEF ADAIR  
**FROM:** SGT. JACOBSEN  
**SUBJECT:** MARCH STEP  
**DATE:** 5/11/2001  
**CC:** TRAFFIC COMMISSION

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Bradley Avenue

Date	Time	Violation	Description
03/06/01	1500-1700	11-601b	46 MPH in 30 MPH Zone
		11-601b	45 MPH in 30 MPH Zone
		11-601b	46 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone

Florida at Lincoln

Date	Time	Violation	Description
03/13/01	0700-0900	11-601b	45 MPH in 30 MPH Zone
		11-601b	45 MPH in 30 MPH Zone
		11-306	Disobeyed Red Light

Lincoln Avenue

Date	Time	Violation	Description
03/07/01	1700-1900	11-601b	47 MPH in 30 MPH Zone
		11-306	Disobeyed Red Light, with Warrant arrest

Lincoln Avenue (Con't.)

Date	Time	Violation	Description
03/16/01	1430-1630	11-601b	44 MPH in 30 MPH Zone
		11-601b	46 MPH in 30 MPH Zone
		11-601b	48 MPH in 30 MPH Zone
		11-801	Unlawful Turn
		6-303	Suspended Driver's License
03/27/01	1500-1700	11-601b	50 MPH in 30 MPH Zone
		11-601b	60 MPH in 30 MPH Zone
		11-501	DUI
		11-502	Illegal Transportation/ Alcohol

Lincoln/ Green

Date	Time	Violation	Description
03/01/01	1230-1430	3-707	No Insurance
		11-306c	No Turn on Red
		11-306c	No Turn on Red
		11-305b	Avoiding Traffic Control Signal

Montclair

Date	Time	Violation	Description
03/02/01	1500-1700	None reported	N/A
03/14/01	1500-1700	None reported	N/A

Race Street

Date	Time	Violation	Description
03/09/01	0700-0900	11-601b	48 MPH in 30 MPH Zone
		11-601b	41 MPH in 30 MPH Zone
		11-601b	42 MPH in 30 MPH Zone
		11-601b	42 MPH in 30 MPH Zone
03/30/01	0700-0900	11-601b	40 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone

Race at Green

Date	Time	Violation	Description
03/12/01	1300-1500	11-1204b	Disobeyed Stop Sign
		11-1204b	Disobeyed Stop Sign
		11-1204b	Disobeyed Stop Sign
		11-1204b	Disobeyed Stop Sign
		11-1204b	Disobeyed Stop Sign

Windsor Road

Date	Time	Violation	Description
03/05/01	0730-0930	11-601b	54 MPH in 40 MPH Zone
		3-707	No Insurance
		11-601b	55 MPH in 40 MPH Zone
		11-601b	54 MPH in 40 MPH Zone
		3-707	No Insurance

03/23/01	0700-0900	11-601b	54 MPH in 40 MPH Zone
		11-601b	54 MPH in 40 MPH Zone
		11-601b	55 MPH in 40 MPH Zone
		11-601b	53 MPH in 30 MPH Zone

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**URBANA POLICE DEPARTMENT MEMORANDUM**

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**TO:** CHIEF ADAIR  
**FROM:** SGT. JACOBSEN  
**SUBJECT:** MARCH SCHOOL STEP  
**DATE:** 5/11/2001  
**CC:** TRAFFIC COMMISSION

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UHS (Race/ Indiana)

Date	Time	Violation	Description
03/08/01	1100-1300	11-601b	42 MPH in 30 MPH Zone
		11-605	35 MPH in 20 MPH School Zone
03/22/01	0700-0900	11-605	36 MPH in 20 MPH School Zone
		11-605	33 MPH in 20 MPH School Zone
		11-605	37 MPH in 20 MPH School Zone
		11-601b	35 MPH in 30 MPH Zone
03/26/01	1100-1300	11-601b	41 MPH in 30 MPH Zone
		11-605	36 MPH in 20 MPH School Zone
		11-605	44 MPH in 20 MPH School Zone
		11-605	35 MPH in 20 MPH School Zone
03/28/01	0700-0900	11-605	33 MPH in 20 MPH School Zone
		11-605	32 MPH in 20 MPH School Zone
		11-605	37 MPH in 20 MPH School Zone
		11-605	42 MPH in 20 MPH School Zone

UHS (Con't.)

Date	Time	Violation	Description
03/30/01	1400-1600	11-605	34 MPH in 20 MPH School Zone
		11-605	34 MPH in 20 MPH School Zone
		11-605	34 MPH in 20 MPH School Zone
		11-601b	41 MPH in 30 MPH Zone

UMS (1200 South Vine)

Date	Time	Violation	Description
03/19/01	0700-0900	11-601b	43 MPH in 30 MPH Zone
		11-601b	43 MPH in 30 MPH Zone
03/21/01	1500-1700	11-605	38 MPH in 20 MPH School Zone
		11-601b	37 MPH in 30 MPH Zone
		11-601b	35 MPH in 30 MPH Zone
		11-601b	40 MPH in 30 MPH Zone
03/29/01	1500-1700	11-605	37 MPH in 20 MPH School Zone
		11-605	35 MPH in 20 MPH School Zone
		11-605	36 MPH in 20 MPH School Zone



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**URBANA POLICE DEPARTMENT MEMORANDUM**

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**TO:** CHIEF ADAIR  
**FROM:** SGT. L. JACOBSEN  
**SUBJECT:** APRIL 2001 STEP  
**DATE:** 5/11/2001

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Bradley Avenue

Date	Time	Violation	Description
04/17/01	1700-1900	11-601b	45 MPH in 30 MPH Zone
		11-601b	45 MPH in 30 MPH Zone
		11-601b	46 MPH in 30 MPH Zone
		3-707	No Insurance

Cottage Grove and Pennsylvania

Date	Time	Violation	Description
04/12/01	1500-1700	11-1204b	Disobeyed Stop Sign

Cottage Grove (1800 Block South)

Date	Time	Violation	Description
04/25/01	0700-0900	none reported	

Illinois- Mc Cullough

Date	Time	Violation	Description
04/23/01	1500-1700	none reported	

Lincoln Avenue

Date	Time	Violation	Description
04/09/01	1500-1700	11-601b	45 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone
04/09/01	1500-1700	11-601b	47 MPH in 30 MPH Zone
		11-601b	46 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone
04/20/01	0700-0900	11-601b	44 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone
		11-601b	46 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone
		11-601b	45 MPH in 30 MPH Zone
		6-101	No Driver's License
04/24/01	1100-1300	11-601b	42 MPH in 30 MPH Zone
		3-707	No Insurance
		11-601b	45 MPH in 30 MPH Zone
		11-601b	42 MPH in 30 MPH Zone
		6-303	Suspended Driver's License

Lincoln and Florida

Date	Time	Violation	Description
04/16/01	1100-1300	11-601b	44 MPH in 30 MPH Zone

Lincoln and Florida (Con't)

Date	Time	Violation	Description
04/16/01		11-601b	45 MPH in 30 MPH Zone
		11-601b	47 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone

Lincoln and Green

Date	Time	Violation	Description
04/26/01	1100-1300	11-601b	42 MPH in 30 MPH Zone

Montclair

Date	Time	Violation	Description
04/10/01	1500-1700	11-601b	42 MPH in 30 MPH Zone

Race Street

Date	Time	Violation	Description
04/18/01	1500-1700	11-601b	41 MPH in 30 MPH Zone
		11-601b	57 MPH in 30 MPH Zone
		11-601b	45 MPH in 30 MPH Zone
		11-601b	44 MPH in 30 MPH Zone

Windsor Road

Date	Time	Violation	Description
04/13/01	0700-0900	11-601b	54 MPH in 40 MPH Zone
		11-601b	53 MPH in 40 MPH Zone
		11-601b	54 MPH IN 40 MPH Zone

Windsor Road (Con't)

Date	Time	Violation	Description
04/13/01		11-601b	59 MPH in 40 MPH Zone
		11-601b	53 MPH in 40 MPH Zone
04/30/01	1500-1700	11-601b	55 MPH in 40 MPH Zone
		11-601b	56 MPH in 40 MPH Zone
		11-601b	57 MPH in 40 MPH Zone
		11-601b	57 MPH in 40 MPH Zone
		11-601b	59 MPH in 40 MPH Zone
		11-601b	55 MPH in 40 MPH Zone

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**URBANA POLICE DEPARTMENT MEMORANDUM**

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**TO:** CHIEF ADAIR  
**FROM:** SGT. L. JACOBSEN  
**SUBJECT:** APRIL 2001 SCHOOL STEP  
**DATE:** 5/11/2001

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UHS (Race and Indiana)

Date	Time	Violation	Description
04/11/01	0700-0900	11-601b	41 MPH in 30 MPH Zone
		11-605	32 MPH in 20 MPH Zone

UMS (1200 South Vine)

Date	Time	Violation	Description
04/19/01	1500-1700	11-601b	36 MPH in 30 MPH Zone
		11-601b	35 MPH in 30 MPH Zone
		11-601b	35 MPH in 30 MPH Zone
		11-601b	40 MPH in 30 MPH Zone
		11-605	33 MPH in 20 MPH Zone
		6-101	No Driver's License