

**CITY OF URBANA**

**COMMITTEE ON ADMINISTRATION & FINANCE - MONDAY, SEPTEMBER 9, 1996  
CITY COUNCIL CHAMBERS - 400 S. VINE STREET, URBANA, IL**

**COMMITTEE MEMBERS PRESENT:** Michael Pollock, Chairman; James Hayes, Jr.; Carolyn Kearns; Esther Patt; Marya Ryan; John Taylor

**COMMITTEE MEMBERS ABSENT:** Joseph Whelan, Jr.

**STAFF MEMBERS PRESENT:** Tod Satterthwaite, Mayor; Phyllis Clark, City Clerk; Bruce Walden, Chief Administrative Officer; Jack Waaler, City Attorney; Eddie Adair, Chief of Police; William Pessemier, Fire Chief; April Getchius, Community Development Director; William Gray, Public Works Director; Craig Grant, Building Safety Division Manager; Bruce Stoffel, Grants Management Division Manager; Joseph Smith, Assistant City Engineer; Rod Fletcher, Environmental Manager; Nisha Aggarwal, Environmental Control Officer

**OTHERS PRESENT:** Howard Wakeland; Rochelle Funderburg; Lester Pritchard; Sue Johnson-Smith; Barbara Pritchard; Kathleen Madayag; Brian Hobbs; Andrew Schmidt; Kent Saldeen; Gerard Archibald; Eunice Buck; Ilyse Fein; Mielle Schwartz; Ron Simkins; Media

**1. Call to Order**

There being a quorum, Chairman Pollock called the meeting to order at 7:30 p.m.

**2. Additions to the Agenda and Staff Report**

Ms Patt made note of time assignments indicated by items appearing on the agenda and wanted to make sure the public was aware that this schedule would not interfere with their time to address the Committee with their concerns.

Mayor Satterthwaite requested that agenda item #10 (Status Report on Nuisance Ordinance) be heard now as staff report. There were no objections and it was deleted as an agenda item.

Rod Fletcher, Environmental Manager, introduced Nisha Aggarwal as the new Environmental Control Officer. He then reported that he has been working with the Legal Division to finalize a draft of the Nuisance Ordinance for the Council to review.

**3. Minutes of Previous Meeting**

August 12, 1996 -- Mr. Hayes made a motion to approve the minutes of August 12, 1996 as presented and was seconded by Ms

Patt. The motion carried by voice vote.

#### 4. Public Input

Howard Wakeland, 2213 Combes, addressed the Council on the topic of disabled facilities and expressed opposition to revising the Building Code regarding accessibility standards.

The following people addressed the Committee in support of revising the accessibility requirements in the Building Code:

Rochelle Funderburg (attorney representing Lester & Barbara Pritchard), 2622 Natalie, Champaign  
Lester Pritchard, 601 W. Pennsylvania  
Sue Johnson-Smith (representing PACE, Inc.), 1317 E. Florida  
Barbara Pritchard (representing PACE, Inc.), 1317 E. Florida  
Kathleen Madayag, 610 S. State, Champaign  
Brian Hobbs, 601 E. Clark, #27, Champaign  
Andrew Schmidt, 609 S. Randolph, #107, Champaign  
Kent Saldeen, 1712 Fairlawn Dr.  
Gerard Archibald, 1105 E. Oregon  
Eunice Buck, 1105 E. Oregon  
Ilyse Fein, 2501 Grange  
Mielle Schwartz, 1705 E. Florida, #203  
Ron Simkins, 507 W. Nevada

#### Council Member Input

Mayor Satterthwaite read a letter from Neil Strack, Vice President Elect, on behalf of The American Institute of Architects regarding building code revisions/accessibility. (See Attachment A: Petitions & Communications - Neil Strack Letter.)

#### 5. An Ordinance Amending Sections Of The National Building Code

April Getchius (Community Development Director) and Craig Grant (Building Safety Division Manager) presented staff's report to Committee. At the direction of the City Council, staff analyzed the feasibility of the adoption of accessibility provisions at the local level that would provide for the construction of multi-family dwellings in a manner that was consistent with the requirements of the Fair Housing Act amendments of 1988. (See Attachment B: Staff Report - Rev. to Access. Req. of Bldg. Code.) Staff recommendation to Council is that a revision to the Urbana Building Code be enacted that would contain the same scope and technical design requirements as the Federal Act. This would allow for local review and enforcement

of the accessibility requirements, while also ensuring that local interpretations of these requirements would not be subject to a review by a Federal agency.

Ms Ryan inquired about the meaning of "use group R-2" referenced in the draft ordinance. Mr. Grant stated that it means "multi-family apartment buildings", which includes dormitories, fraternities and sororities where the occupancies are primarily non-transient (i.e., longer than 30 days at a time). Ms Getchius clarified that this R-2 designation is from the Building Code and has nothing to do with R-2 zoning.

Of the 20 buildings listed in the campus area, Ms Patt inquired how many of them had dwelling units on the grade level of the parking lot. Mr. Grant responded that all 20 of the buildings had dwelling units on the grade floor level with parking spaces coming up behind them or slightly under them. Eighteen of the buildings were where the first floor was basically a parking lot with one or two apartments.

With regard to buildings that had units with parking below grade, Chairman Pollock asked if, under the staff recommendation including the first part of the ground floor definition, those developers were to build today, would they need to make the first full residential floor above accessible or adaptable? Mr. Grant responded that under the Federal guideline and the draft ordinance prepared by staff the definition is the same. The lowest level of dwelling unit becomes the ground floor level. The parking level in any building is required to be on an accessible route. If there are dwelling units at the parking level, that would be considered the lowest level of dwelling or the ground floor. In any building that does not have an elevator, it is only the ground floor that comes under the scrutiny of this act.

Ms Patt made a motion to send this ordinance to Council with an amendment identical to that which was passed by the Human Relations Commission as follows: In Section 1 of the ordinance, add a Section 512.2(E) to read:

"For the purpose of this Section, "ground floor" shall mean a floor of a building with a building entrance on an accessible route. A building may have one or more ground floors. Where the first floor containing dwelling units is above grade, all units on that floor must be served by a building entrance on an accessible route. Where the building has spaces for vehicular parking

that are contained within the footprint of the building, on the floor at or below grade level, the floor immediately above will be considered to be a ground floor and all units on that floor must be served by a building entrance on an accessible route."

Ms Ryan seconded.

Ms Kearns stated that she needed more time to review this because she was uncertain about some of the terms used and would like to give others an opportunity to speak; perhaps a public hearing.

Following debate, Mr. Taylor made a friendly amendment to have staff look at this and come back to Council the first week in November. Neither Ms Patt or Ms Ryan had objections.

**6. A Resolution Approving Guidelines For A Homebuyer Assistance Program, North Of Carle Sellback Area**

April Getchius and Bruce Stoffel (Grants Management Division Manager) presented the staff report. (See Attachment C: Staff Report - Homebuyer Assistance Program, North of Carle Sellback Area.)

Mr. Hayes inquired if the purchases had to be owner-occupied, and what the penalty would be if someone buys the property and later rents it. Mr. Stoffel's response was that the purchaser would have to live in the unit for a period of five years. With regard to penalty, Mr. Stoffel stated that he believed the purchaser would be required to sign an affidavit prior to purchase stating that he plans to live there. The agreement may also include a provision for the City to foreclose. Under this program a person could still have the option of using conventional financing. With regard to a person choosing conventional financing and then renting the property, Ms Getchius stated that the marketing agreement between Carle and the City requires that Carle only accept offers where they have attested that the property will be owner-occupied.

Mayor Satterthwaite stated that he believed this to be a good proposal that seems to capture the intent Council had when passing the Carle Agreement. The Council may make a provision that the City loan be paid at the time the owner chooses to convert to rental property, if it wishes to do so.

Following debate, Mr. Hayes made a motion to send to Council

for approval. Mr. Taylor seconded.

Ms Patt made a friendly amendment that if the property converted to rental the loan would be repaid. There were no objections from Messrs. Hayes and Taylor.

The motion to send to Council carried by voice vote.

**7. A Resolution Approving Tenant-Based Rent Assistance Program Description (HOME Program)**

Mr. Stoffel presented staff's report. (See Attachment D: Staff Report - Tenant-Based Rent Assistance Program Description.)

This program would not be Section 8, but would be a Section 8-type of program that would provide rent assistance to households renting private housing in the community. Eligible households would be those who have participated in one of a number of transitional housing programs in the community that have been established for previously homeless families. It is a two-year rent assistance program. Ms Ella Coleman is the coordinator for the program.

Mr. Hayes inquired who pays for the case manager mentioned in Section 10.4 of the TBRA Program Description? Mr. Stoffel responded that the intent is to have the organizations who have referred the individual(s) and who have worked with the household in the transitional units, continue to work in a team effort and continue to provide those services at the expense of the agencies (i.e., agencies listed as transitional housing feeder agencies).

The coordination of that process would be done by Ms Coleman, provided through our existing transitional housing funds which is funded through 1/2 federal grant, partial rent collections, and partial City social service funds. There would be no additional funds for staffing of the program.

With regard to determining households who successfully complete a transitional housing program, Ms Coleman stated that goals are set for the individuals (i.e., rent paid on time, completed programs either educational or working a job satisfactorily for two years). Ms Coleman stated that savings accounts are also established in order for them to have enough money to pay their security deposit and first month's rent.

Following debate, Mr. Taylor made a motion to send to Council for approval and was seconded by Ms Kearns. The motion carried by voice vote.

**8. Proposal For A Consolidated Social Service Fund Allocation**

### System

(See Attachment E: Staff Report - Proposal for a Consolidated Social Service Fund Allocation System.) Mr. Stoffel stated that staff met with Mayor Satterthwaite and Carol Elliott (Cunningham Township Supervisor) to go over issues and problems that might need to be resolved as far as doing some potential consolidation of the system now in place. The existing system involves three different funds: 1) City of Urbana General Fund; 2) Cunningham Township General Fund; and 3) Community Development Block Grant Fund. These are used in two separate processes which are City/Township and the CDBG. Mr. Stoffel stated that over the years there have been a number of requests and suggestions made by agencies who have participated in the two funds. Issues that have arisen are the availability of money, the process that the City goes through for both funds, overlap of funding, differences in guidelines, administrative procedures, marketing, etc. As a result of their meeting, Mr. Stoffel said that they have outlined a plan that would essentially consolidate the three funds into one for the purposes of advertising the availability of social service monies and for the decisions as to who would be funded. What is proposed is to adopt an annual action plan, which includes CDBG and HOME budgets. This does not include specific allocations for public or social services; only a dollar amount the Council would approve for funding. The actual decisions on how the money would be dispersed and to what specific agencies would be made as part of the Council's normal allocation of the social service funds that typically would occur in late May during study session and in June as part of the budget approval process. At the time Council makes the decision as to which agencies would be funded, it would also designate from which fund (i.e., City/Township or CDBG).

Mr. Stoffel stated that they are recommending that there be one application process and that it be advertised and administered through the Grants Management Division for submittal to the Council for decision. Once funding decisions have been made, all CDBG-funded agencies would be administered through the Grants Management Division and all others would be done through the Township.

In reviewing the list of agencies, Ms Patt asked if there were any who would not fall under the consolidated plan strategies? Mr. Stoffel's response was "no."

Chairman Pollock noted a couple of issues that were not addressed in the timetable:

- 1) Whether or not public hearings should be held on

the specific agencies that were requesting funds. Chairman Pollock stated that this was done last year with the block grant and the Community Development Commission really had their hands full. Also, a number of years ago the City did this as a matter of course with every agency requesting funds. This was discontinued two or three years ago due to lack of interest in all of the presentations on the part of the Committee. The last couple of years it has been done by request where an agency could come to a regular meeting and answer questions during Petitions & Communications.

2) If this is done on an experimental basis, Council would want to see the combined application form. It should be something very simple, stressing the delivery of services to Urbana citizens.

Ms Kearns made a motion to have staff proceed based on their memo. Mr. Hayes seconded.

Ms Patt supported the motion, however, wanted the process made clear to agencies, in writing, who they needed to contact if they wanted an opportunity to address the Council.

Another issue Ms Patt raised was that of Project 18. She supports what they are doing, particularly with child care. However, Ms Patt stated that she did not believe it appropriate for an application for social service funds to require applicants to explain how their program is consistent with the strategies of another program the City funds. Many of the agencies funded by the City do not have strategies consistent with Project 18's focus. Project 18 does not specifically focus on families with children. Ms Patt said that she would prefer that this be left out of the application.

Mayor Satterthwaite explained that the reason there was mention of Project 18 was because one of the things it does is put out the "report card" for the community that has guidelines illustrating some of the challenges that need to be met (i.e., number of slots for childcare, preventative health for children, etc.). This was meant as another set of criteria for social service agencies to gear their programs towards. It is not something they have to meet.

Ms Patt moved to amend the motion to delete reference to application seeking information about how proposed activities further Project 18 strategies. Ms Ryan seconded.

Following debate, the motion to amend carried with a show of hands.

The motion to send this to staff to proceed carried by voice vote.

**9. License Agreement Between The City Of Urbana And The University Of Illinois - Office Of Administration And Records**

William Gray, Public Works Director, presented the staff report. (See Attachment F: Staff Report - License Agreement/City of Urbana & U of I Board of Trustees.) Messrs. David Dressel, Jim Trail and Terry Ruprecht, representatives of the University of Illinois, were available to answer questions.

Mr. Gray stated that the University of Illinois is planning for a new Office of Administration and Records. In order to provide proper utilities for the new facilities it is necessary to bring electric lines, steam tunnel and chiller water lines to the area. They need to occupy City right-of-ways in order to do this. In the past, this has been done through license agreements.

Mr. Hayes noted that in Section 4 (i) of the agreement (FAILURE TO COMPLY; REMEDY), it does not state who is responsible for the cost of repairs. Mr. Gray stated that the University would reimburse the City. This language will be added to this section of the agreement.

Mr. Gray noted a typo in the last sentence of Section 13 of the agreement. The word "calendar" should be struck to read "... within 15 business days after receipt of such notice."

Chairman Pollock stated that a couple of local businesses were displaced along Goodwin Avenue approximately six years ago as a result of the construction of the Chemical and Life Sciences Building. During that time members of the University of Illinois administration admitted that there was a serious need for some commercial development in this area; not only to service the people that lived in that area, but to service all of the people who would be working in the new buildings that were being built.

Chairman Pollock suggested that now is an opportunity to comment on the fact that there is a need for some commercial services in this area, and encouraged representatives from the University to meet with City staff to see about making progress on some type of general plan to move ahead in this area before there is no land left to put anything together. Ms Getchius gave a brief update of what has happened since then.

Mr. Taylor moved to send this item to Council for approval and was seconded by Mr. Hayes. The motion carried by voice vote.

11. Removal Of Parking Meters On West Church Street

Mr. Taylor made a motion to send agenda item #11 and #12 to Council for approval. Ms Kearns seconded.

Ms Ryan moved to amend to have the parking meters on the north side of Park Street removed. Ms Patt seconded.

Following debate, the motion to amend failed with a show of hands.

The motion to send these items to Council carried by a show of hands.

12. Addition Of Parking Meters On West Park Street

(This issue addressed with item #11. Sent to Council for approval.)

ADJOURNMENT

With no further business to come before the Committee, Chairman Pollock adjourned the meeting at 10:06 p.m.

Respectfully submitted,

Deborah J. Roberts  
Recording Secretary

\*This meeting was broadcast on cable television.