



**SPECIAL NOTE REGARDING THE COVID-19 PANDEMIC**

Pursuant to 5 ILCS 120/7(e) which suspends the requirement of the Illinois Open Meetings Act requiring in person attendance by members of a public body during the duration of the Gubernatorial Disaster Proclamation, attendance by all Council Members acting as Township Trustees, the Township Supervisor, the City/Township Clerk and other Township staff members will be electronic via an online meeting platform.

The members of the Township Board will not be physically present for the December 1, 2020 Regular City of Champaign Township Board Meeting but will instead be participating in the meeting through audio or audio/video access using a virtual meeting platform.

Also pursuant to the above, public comments may be provided during the Township Board meeting by joining the electronic meeting via web-based link or telephone. This meeting will be conducted using the Zoom meeting platform and members of the public may join the meeting using the instructions provided in the attachment to this agenda.

The meeting will be streamed live on Champaign's cable access channel, CGTV, and on the City's website at [www.champaignil.gov](http://www.champaignil.gov).

**AGENDA**

**CITY COUNCIL CHAMBERS – 102 N. NEIL STREET**

December 1, 2020

Regular Meeting

7:00 PM

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- I. CALL TO ORDER
  - II. ROLL CALL
  - III. APPROVAL OF MINUTES
    - a. [Minutes of the Regular Board Meeting held November 10, 2020](#)
  - IV. CORRESPONDENCE
  - V. [SUMMARY OF EXPENDITURES \(October 2020\)](#)
  - VI. PUBLIC HEARING
    - a. Discussion of the City of Champaign Township Levy
  - VII. ACTION ON ORDINANCES & RESOLUTIONS



- a. [ORDINANCE 2020-1201](#)
- b. [ORDINANCE 2020-1202](#)
  - i. [REPORT TO TOWN BOARD](#)
  - ii. [EXHIBIT A](#)
- c. [ORDINANCE 2020-1203](#)
  - i. [REPORT TO TOWN BOARD](#)
  - ii. [EXHIBIT A](#)

VIII. [FY 19-20 AUDIT](#)

IX. AUDIENCE PARTICIPATION (See Attachment A)

X. TOWN BOARD AND SUPERVISOR'S COMMENTS

XI. NEXT MEETING DATES:

- a. **Regular Town Meeting: January 5, 2021**

XII. ADJOURNMENT

**ATTACHMENT A**

**TEMPORARY RULES FOR THE CONDUCT OF  
CITY OF CHAMPAIGN TOWNSHIP BOARD MEETINGS**

The Mayor is issuing the following rules for City Council meetings, recognizing the requirements under the Governor's orders concerning social distancing of 6 feet and a maximum number of individuals at any meeting, and in accordance with Executive Order 2020-07 (COVID-19 Executive Order No. 5), as amended by Executive Order 2020-33 (COVID-19 Executive Order No. 31) and Executive Order 2020-44 (COVID-19 Executive Order No. 42), and extended by Executive Order 2020-71 (COVID-19 Executive Order No. 67); the Emergency Proclamation issued by the Governor on November 13, 2020; as well as amendments to the Open Meetings Act, specifically 5 ILCS 120/7(e).

**These rules shall also apply to meetings of the City Council sitting as the City of Champaign Township Board.**

1. All Council members who are attending Council meetings will be required to attend by means of electronic attendance, including but not limited to a phone or computer connection, provided however that one member of the either the City Council, or the City Manager or her designee, or the City Attorney or the City Attorney's designee as designated by the Mayor shall be physically present at the City Building unless the Mayor determines that such physical presence is not feasible at that time.
2. The platform for electronic attendance at the City Council meeting will be arranged in advance by the City Manager, or her designee, and will be communicated to each Council Member at least 48 hours prior to the commencement of the meeting.
3. Prior to the first City Council meeting at which a new platform is utilized, the City Manager or her designee, shall endeavor to meet with Council members, if necessary, utilizing the platform intended to be utilized at the upcoming meeting for the purpose of familiarizing the Council member with the platform.
4. The electronic platform shall allow all Council members to speak at and listen simultaneously to the proceedings. Such ability to speak and hear discussion and testimony shall be verified prior to or during the meeting.
5. In the event an individual Council Member is unable to participate in the meeting or part of the meeting or does not respond to a call to a vote when his or her name is announced, the Council member shall be counted as an excused absence from the meeting or vote as the case may be.
6. The format of the agenda for the meeting shall remain the same, that is, agenda items shall be called in the same order as contained in the existing Council Rules.

7. The meeting proceedings will be simultaneously streamed on the City’s website, the audio (and video if available) shall be available on the City’s cable access channel, CGTV, and the meeting shall be available for subsequent listening in substantially the same manner as Council meetings have been available prior to the date of the initial emergency order. The failure of any of the above technical methods of broadcasting the Council proceedings shall not invalidate any action taken by the Council. Such verbatim records shall be made available to the public.
8. Since there may be no Council Members physically present at the meeting, the Council rules in Section 2-62 of the Champaign Municipal Code are amended for the duration of the Emergency Ordinance CB 2020-022 as follows to permit the public to address the Council relevant to matters on the agenda and to provide general public comment:
  - A. Members of the public may participate in the Council meeting by contemporaneously hearing all discussion testimony and roll call votes by means of the electronic meeting platform via web-based link or telephone.
  - B. The Mayor (or other Presiding Officer) will call for public comments at appropriate places in the City Council’s agenda as provided by its rules, including public hearings, council bills, study session topics, and general public participation. Members of the public may provide their comments to the City Council when called upon by the Mayor or other Presiding Officer.
  - C. Information concerning the public’s ability to address the Council during Council meetings will be printed on the meeting agenda and displayed prominently on the City’s website about how to join the electronic meeting and provide public comment. The information will be in substantially the following form:

**“NOTICE REGARDING MEETING AND PUBLIC COMMENT RULE  
MODIFICATION DUE TO COVID-19”**

The Emergency Proclamation issued by the Governor on November 13, 2020, the Governor’s attendant COVID-19 Executive Orders, as well as amendments to the Open Meetings Act, specifically 5 ILCS 120/7(e), suspend the necessity of in-person attendance by members of a public body during the duration of the Gubernatorial Disaster Proclamation. Pursuant to the aforementioned enactments and in order to promote the 6 foot social distancing requirement for indoor meetings, the members of the City Council will not be physically present for the City of Champaign Council Meeting, but will instead be participating in the meeting through audio access using a virtual meeting platform.

Also pursuant to the aforementioned enactments, public comments may be provided during the City Council meeting by joining the electronic meeting via web-based link or telephone. This meeting will be conducted using the Zoom meeting platform and members of the public may join the meeting by:

1. Following the Zoom link below:

<https://us02web.zoom.us/j/81990405811?pwd=ZXdROzR1THINU1RMSzJSbTVsaGswQT09> | Password: 104987; or

2. Calling 312-626-6799 and entering the meeting ID and password shown below:

**Meeting ID: 819 9040 5811**

**Password: 104987**

At the appropriate points in the meeting and in accordance with existing Council Rules, the Mayor (or Presiding Officer) will call for public comments. Individuals wishing to speak should either click the “Raise Hand” button (for those attending via computer) or dial \*9 (for those attending via telephone). When an individual is called upon to provide comments, the microphone will be unmuted. The individual will be requested to state his or her name, city of residence and to limit comments to 5 minutes or less. After the individual is done speaking the microphone will be muted for that individual and the next individual will be called upon to provide comments.

More detailed information about providing public comments can be found on the City’s website at [champaignil.gov/publiccomment](http://champaignil.gov/publiccomment).

- D. A public notice will be sent by the City Manager to local media, including those submitting an annual request, with information about how to submit public comments.
- E. Notwithstanding anything to the contrary in this Order, all requirements shall be interpreted to promote compliance with the Open Meetings Act, and the Proclamations and the Executive Orders of the Governor.