

FILE NUMBER	DATE	FORMAL/ INFORMAL	COMPLAINT FILED	RESOLUTION
001-17	Jan-17	Informal- Employment	No	Sent Intake form however complainant did not follow thru.
002-17	Jan-17	Informal- Housing	No	Sent Intake form however complainant did not follow thru.
003-17	Feb-17	Informal- Employment	No	Sent Intake form however complainant did not follow thru.
004-17	Feb-17	Informal- Employment	No	Sent Intake form to complainant- Issue was resolved by the employer.
005-17	Mar-17	Informal	No	Landlord Tenant dispute. No jurisdiction.
006-17	Mar-17	Informal- Housing	No	Refused to rent to complainant because of past conviction. Owner chose to rent to complainant when he discovered he was violating city ordinance.
007-17	Apr-17	Informal	No	Lack of jurisdiction-(Air quality issue)
008-17	Apr-17	Formal- Employment	Yes	Hostile workplace complaint; Approx Completion - June 5, 2017
009-17	Apr-17	Informal-Hostile Enviroment		Lack of jurisdiction- (Referred to IDHR)
010-17	Apr-17	Inquiry	N/A	Property Manager conviction record questions
011-17	May-17	Inquiry	N/A	Mental Health Services
012-17	May-17	Informal	No	Police Matter
013-17	May-17	Informal	No	Police Matter
014-17	Jun-17	Informal	No	Property owner unaware of the HR ord. Conviction record. She agreed to rent to applicant
008-17	Apr-17	Formal	Yes	Issued finding 6/15/17 - No probable cause. Complainant has 28 days to appeal
018-17	17-Dec	Formal	Yes	Employment - FMLA Complainant withdrew complaint/Files w/department of labor
019-18	18-Jan	Informal	No	Wage & Hour Issue-Referred to Depart. Of Labor
020-18	18-Jan	Informal	No	Employment - Lack of Jurisdiction - Referred to Champaign
021-18	18-Feb	Informal	No	Housing Issue - Senior citizen needing affordable housing
022-18	18-Mar	Informal		A problem relating to a lay-off/separation agreement - Referred to an Attorney
023-18	18-Mar	Informal	No	A problem relating to lay-off/separation agreement - Referred to Attorney
024-18	9-Apr	Intake		Employment-Terminated/Retaliation
025-18	9-Apr	Intake	No	Employment-Terminated/Retaliation/ Complainant failed to follow up/ file closed
026-18	22-May	Informal	No	Employment - Lack of Jurisdiction (University of Illinois) Referred to IDHR

027-18	6-Jun	Intake	No	Housing - Denial - Source of Income (File Closed)
028-18	18-Jun	Informal	No	Housing- Housing Authority Issue Section 8 Voucher - No Jurisdiction
029-18	23-Jun	Informal	No	Housing - Bed Bug Issue - No Jurisdiction
030-18	23-Jun	Informal	No	Housing - Tenant Union Report violation of HRO (conviction record); Letter sent to owner by HRO D

18	[REDACTED]	[REDACTED]	5-Jan	Informal	No	Dept of Labor Issue - Referred to Wage & Hour
19	[REDACTED]	[REDACTED]	5-Feb	Informal	No	Lack of Jurisdiction - Referred to City of Champaign
20	[REDACTED]	[REDACTED]	6-Feb	Informal	No	Housing Issue - Seniors needing affordable housing
21	[REDACTED]	[REDACTED]	8-Mar	Informal	No	Referred to City of Champaign
22	[REDACTED]	[REDACTED]	18-Mar	Informal	No	A problem relating to lay-off/separation agreement - Referred to Attorney
23	[REDACTED]	[REDACTED]	4/9/2018-5/2018	Intake	No	Employment-Terminated/Retaliation/ Complainant failed to follow up/ file closed
24	[REDACTED]	[REDACTED]	5/22/2018	Informal	No	Employment - Lack of Jurisdiction (University of Illinois) Referred to IDHR
25	[REDACTED]	[REDACTED]	6/6/2018	Intake	No	Housing - Denial - Source of Income (After further factual review no formal complaint filed)
26	[REDACTED]	[REDACTED]	18-Oct	Informal	No	Needed Temporary Housing (No complaint filed)
27	[REDACTED]	[REDACTED]	18-Nov	Under Review		Housing Allegation - Discriminated against because of credit
28	[REDACTED]	[REDACTED]	18-Nov	Under Review		Employment Discrimination - Pending further preliminary investigation

Human Relations Officer

Case Activity Report

As of

December 31, 2019

Active Complaints:

**Employment – Basis: Race/Demotion. Resolution pending**

**Housing – Basis: Conviction Record/denied rental. Resolution Pending**

Complaint Inquires:

██████████ – September 17, 2019 - Rental Property ██████████ Urbana: ██████████  
Requested a Radon test and property manager refused. *No jurisdiction*

██████████ - October 14, 2019 - Housing Issue: Conviction record; trying to help daughter  
and boyfriend find a place to rent. The property was outside City Limits. *No Jurisdiction*

██████████ - November 20, 2019 – ADA issue. She alleged her employer was engaging in  
unlawful discrimination because she had requested accommodations for her disability and the  
employer took a long time in providing it for her. After a period of time her employer asked her to  
resign in lieu of termination. The employer was a state agency. *No jurisdiction*

██████████ - November 2019 – Employment Issue: Race/disciplined and demotion. Employer:  
Comfort Suites. Complainant failed to follow thru with filing complaint.

2019 YEAR TO DATE - FORMAL COMPLAINTS

- |    |            |            |   |
|----|------------|------------|---|
| 1. | ██████████ | Housing    | Successful mediation/accommodations granted |
| 2. | ██████████ | Employment | Negotiated Settlement                       |
| 3. | ██████████ | Employment | No probable cause                           |
| 4. | ██████████ | Employment | Formal Complaint – Pending                  |
| 5. | ██████████ | Housing    | Formal Complaint - Pending                  |



**Executive Department**  
400 South Vine Street  
Urbana, Illinois 61801

March 29, 2021

Christopher Hansen  
[REDACTED]

Response - FOIA Request 2021-F-139

Dear Requester,

This message is in response to your Freedom of Information Act (FOIA) request dated February 26, 2021. The City of Urbana received your request on February 26, 2021, and designated it as FOIA request number 2021-F-139.

You requested:

All human rights complaints submitted to the City of Urbana in 2018 and 2019 as well as records corresponding to their outcomes. Outcomes records may include:  
Initial determination by the officer/investigator, any notices of appeal, conciliation agreements, notices of public hearings, and fines.

The City has conducted an extensive search for responsive records and is attaching a .zip file labeled "2021-F-139\_records.zip" containing the following responsive records found to date:

"2018 Log.pdf"  
"Activity Report.pdf"  
"FOIAComplaint.pdf"  
"Position Statement.pdf"  
"Second response.pdf"  
"Settlement Agreement.pdf"

Additional records and information including minutes and agendas for Human Relations Commission meetings can be found on the City's website at:

<https://www.urbanaininois.us/meetings/recent/144>

The City believes additional records responsive to your request exist but has not yet been able to locate them. The City will continue to search it's archived records and records created by former employees in an effort to find additional records responsive to your request. If the City

finds additional records they will be reviewed for relevant exemptions and then provided to you as a supplement to this response.

Portions of the records provided are exempt from disclosure because of one or more of the FOIA exemptions listed below. Therefore, we have redacted these portions from the records being released to you.

5 ILCS 140/7(1)(b) exempts private information. Private information means unique identifiers, including a person's social security number, driver's license number, employee identification number, biometric identifiers, personal financial information, passwords or other access codes, medical records, home or personal telephone numbers, and personal email addresses. Private information also includes home address and personal license plates, except as otherwise provided by law or when compiled without possibility of attribution to any person. 5 ILCS 140/2(c-5).

5 ILCS 140/7(1)(c) exempts "personal information" contained within public records, the disclosure of which would constitute a clearly unwarranted invasion of personal privacy, unless the disclosure is consented to in writing by the individual subjects of the information. "Unwarranted invasion of personal privacy" means the disclosure of information that is highly personal or objectionable to a reasonable person and in which the subject's right to privacy outweighs any legitimate public interest in obtaining the information. The disclosure of information that bears on the public duties of public employees and officials shall not be considered an invasion of personal privacy.

Some records that could be deemed responsive to your request are exempt from disclosure because of the FOIA exemption listed below. Therefore, we have withheld these documents from the records being released to you. These withheld documents consist of draft documents regarding documents that have been provided or are drafts of final documents the City is continuing to search for.

5 ILCS 140/7(1)(f) exempts preliminary drafts, notes, recommendations, memoranda and other Records in which opinions are expressed, or policies or actions are formulated, except that a specific record or relevant portion of a record shall not be exempt when the record is publicly cited and identified by the head of the public body.

If you believe any records you are seeking have been wrongfully withheld or redacted, you are entitled to a review of this decision by the Public Access Counselor of the Office of the Illinois Attorney General. To file a "request for review," you may write to the Public Access Bureau at 500 S. Second Street, Springfield, Illinois 62701, or you may phone 877-299-FOIA (877-299-3642). Any person denied access to inspect or copy any public record also may file suit for injunctive or declaratory relief, in accordance with 5 ILCS 140/11.

Sincerely,  
Ross McNeil  
FOIA Officer

**Subject:** FOIA Request 2021-F-139, Supplement next week  
**From:** "McNeil, Ross" <remcneil@urbanailinois.us>  
**To:** [REDACTED]  
**Cc:** [REDACTED]@ilinois.us>  
**Date Sent:** Thursday, April 1, 2021 4:01:46 PM GMT-05:00  
**Date Received:** Thursday, April 1, 2021 4:03:15 PM GMT-05:00

Dear Requester,

I have located some additional files that appear to be responsive to your Request 2021-F-139. They will be reviewed and all that are responsive will be provided in a supplement next week. I still believe more files exist and we will continue to search for additional records responsive to your request.

Sincerely,  
**Ross McNeil**  
FOIA Officer  
Executive Department

City of Urbana  
400 S. Vine St | Urbana, Illinois 61801





**Executive Department**  
400 South Vine Street  
Urbana, Illinois 61801

April 12, 2021

Christopher Hansen  
[REDACTED]

Supplemental Response - FOIA Request 2021-F-139

Dear Requester,

This message is in response to your Freedom of Information Act (FOIA) request dated February 26, 2021. The City of Urbana received your request on February 26, 2021, and designated it as FOIA request number 2021-F-139.

You requested:

All human rights complaints submitted to the City of Urbana in 2018 and 2019 as well as records corresponding to their outcomes. Outcomes records may include:  
Initial determination by the officer/investigator, any notices of appeal, conciliation agreements, notices of public hearings, and fines.

When the City provided to you its response to your FOIA Request on March 29, 2021, the City noted that it was continuing to search for more records responsive to your request. The City has found additional records responsive to your request and is attaching a .zip file labeled "2021-F-139\_records\_supplement.zip" containing the following additional records:

- "2018 Complaint Log (2).pdf"
- "2019 Year End HRC Case Report.pdf"
- "Agreement [name redacted] Schnucks.pdf"
- "Forwarded complaint Champaign.pdf"
- "June HRC Activity.pdf"
- "OSF Copy of [name redacted].pdf"
- "[name redacted] Credit Report.pdf"
- "[name redacted] Document Request.pdf"
- "[name redacted] Employer Response.pdf"
- "[name redacted] Findings.pdf"
- "[name redacted] Offer to Settle Schnucks.pdf"



"[name redacted] Schnucks Second Interrogatories.pdf"  
"[name redacted] Signed Charge.pdf"  
"[name redacted] Verification Hire Date.pdf"  
"[name redacted] verification2.pdf"  
"[name redacted] vs JSJ Property.pdf"  
"[name redacted] W9.pdf"  
"[name redacted].pdf"

Please note that many of these documents were interim in nature and do not necessarily indicate the final outcome of the case from which they were generated. These files were submitted to the City with an expectation of privacy as indicated in the City's Human Rights Ordinance (12-83(e)). However, FOIA does not provide any extra protection to such City Ordinances beyond the standard FOIA exemptions. The City does believe it could withhold the interim documents pursuant to Section 7(1)(f) of FOIA but the City is disclosing the documents to you as a show of good faith because the City has not yet been able to locate the "final determination" records that correspond to most of these interim records.

Nonetheless, the complainants in these cases deserve your discretion upon your receipt of these files and the City respectfully requests that you respect the personal privacy of your fellow citizens when determining what you will do with the information in these records. Similarly, if any personal or private information was missed in the redaction process, the City respectfully requests that you redact, obscure or remove such information in the event you choose to disseminate the records to others.

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Sincerely,  
Ross McNeil  
FOIA Officer