

**CITY OF URBANA, ILLINOIS  
SUSTAINABILITY ADVISORY COMMISSION  
City Building 2<sup>nd</sup> Floor Conference Room  
Tuesday, September 16, 2008  
Minutes of Meeting**

**Commissioners Present:** Marya Ryan - Chairperson, Amy Ando, Stephen Wald, John Marlin, Todd Rusk, Kirstin Replogle, Jennifer Monson

**Staff Present:** Mayor Laurel Prussing, Bill Gray, Rod Fletcher, Anna Hochhalter, Kate Brickman

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**Call to Order**

This meeting was called to order at 7:06 P.M.

**Welcome by Mayor Prussing**

Mayor Laurel Prussing welcomed the Commissioners and Staff and stated the reason for the creation of the Sustainability Advisory Commission; to tackle the issue of the century - sustainability, and to lead the community in defining where we are in terms of natural resource usage, where we want to be, and how we will get to a more sustainable future for Urbana.

The Mayor continued by explaining her involvement in the U.S. Mayor Climate Protection Agreement declaring the City's commitment to meet or beat the Kyoto Protocol targets while encouraging other governing entities to do likewise.

**Introductions of Commissioners and Staff**

The Commission and Staff members went around the table and introduced themselves to the other members.

**Selection of Vice-Chairperson**

After discussion, it was decided to wait until the December meeting to pick a permanent Vice-Chairperson with Amy Ando taking the responsibility during the interim.

**Review and Approval of By-Laws**

Rod Fletcher stated that the following changes had been made to the original draft sent to the Commissioners earlier. These included:

- Section 1 Background – the last sentence to read *The Mayor introduced the ordinance to create a means to involve Urbana citizens in working on the issue of sustainability.*; and
- Section 4.3 Removal of Members was added; and

- Section 4.4 – the wording was changed but the times and dates of meetings remained the same and the Conflict of Interest statement has been deleted.

Member Marlin questioned whether the Open Meetings Act was in effect for the Sustainability Advisory Commission meetings. After discussion, Mayor Prussing and Rod Fletcher concluded that meetings should be conducted according to Robert's Rules of Order and that the question of the Open Meetings Act would be forwarded to the City's legal department. Member Marlin also raised questions regarding the loss of top soil and concerns of energy efficiency in building codes and possible health impacts.

It was also determined that the Commission meetings would be held from this point forward in the City's Council Chambers and would be televised.

### **Discussion of Future Planning Direction**

Rod Fletcher referenced the memo that Council Member Brandon Bowersox provided to City Staff in April 2008. This memo included information concerning the International Council for Local Environmental Initiatives (ICLEI), now known as Local Governments for Sustainability; ICLEI's Cities for Climate Protection program (CCP); and the Clean Air and Climate Protection software (CACP). In his memo Council Member Bowersox recommends that the City join ICLEI and use their resources to develop GHG baseline inventories and the 5-step process used under the CCP program.

Member Replogle informed the Commission that she has had some experience working with the CACP software and would be willing to set up a workshop to better educate the Commission on the capabilities of this software.

Further discussion continued and it was determined that City staff gather more information on these planning structures and to present to the Commission.

Member Ando expressed concerns that the issue of sustainability was so much broader than simply greenhouse gases and emissions. The Mayor and Rod Fletcher agreed but reiterated that energy use and water consumption were the 2 initial priorities of the Commission and that the focus at present would be the gathering of those baseline data and related information while recognizing that other planning elements can be addressed in the future.

### **Next Meeting Date**

The next 2 meeting times were picked. They are as follows: Tuesday, October 7 and Tuesday, December 2.

The meeting was adjourned at 8:54 P.M.

Prepared by: Kate Brickman