

**CITY OF URBANA, ILLINOIS
SUSTAINABILITY ADVISORY COMMISSION
Council Chambers, Urbana City Building
Tuesday, January 6, 2015**

Commissioners Present: Chairperson Marya Ryan, Vice Chair Stephen Wald, Bart Bartels, Morgan Johnston, Andrew Stumpf, Rachel Vellenga

Commissioners Absent: Todd Rusk

Staff Present: Scott Tess, Kate Brickman

Call to Order, Roll Call, and Declaration of Quorum

The meeting was called to order at 7:00 p.m. Kate Brickman called the roll and a quorum was present.

Changes to the Agenda

The presentation on Beeline Community Supported Bicycle Delivery by Laurel Nobilette has been cancelled.

Approval of Minutes from Previous Meeting

Motion was made by Ms. Vellenga, second by Ms. Johnston, to approve the minutes from the December 2, 2014 meeting. Motion carried.

Public Input

There was no public input.

Communications

Staff Report

Scott Tess gave the monthly Staff Report that included progress for the Climate Action Plan (CAP) Phase 2 and the Sustainable Water Management Plan. Additionally, the report noted various U-Cycle activities, a City Green Team update, and three projects generated by the University of Illinois Learning in Community Class for the City.

The Report stated February 3 as the next meeting date.

Household Hazardous Waste Facility Study

Susan Monte, Planner and Champaign County Recycling Coordinator with the Champaign County Regional Planning Commission, gave a presentation on a completed study to develop a strategy to improve household hazardous waste (HHW) collection options. The 3-phase study began in 2013 cooperatively with the Champaign County Regional Planning Commission, Planning and Community Development Division, the Illinois Sustainable Technology Center,

and the Lumpkin Family Foundation. The study area included the counties of Champaign, Clark, Coles, Cumberland, Douglas, Edgar and Vermilion.

Continuing Business

There was no continuing business to address.

New Business

SAC By-laws Amendment

Scott Tess provided two changes and/or additions to the By-laws. Motion was made by Ms. Johnston, second by Ms. Vellenga, to approve the changes (bolded and underlined) as follows:

4.5 Quorum and Voting

All actions shall be decided by a majority vote of the voting members in attendance, a quorum being present.

~~A majority of the sitting members shall constitute a quorum.~~ **Four (4) voting members shall constitute a quorum.**

4.6 Attendance

It is expected that members appointed to the Commission will regularly attend its meetings. A member who will be unable to attend a regular meeting shall contact the chairperson or Public Works staff as soon as possible before the scheduled meeting and indicate the general reason for being absent. The Commission will be notified of the absence and reason at the beginning of the meeting. Any appointed member of the commission who is absent from three (3) consecutive meetings may be replaced as in the case of a vacancy. **Members may attend meetings by video or telephone conference in accordance with Illinois Statute 5 ILCS120/7(c) which states in part:**

If a quorum of the members of the public body is physically present, then a majority of the public body may allow a member to attend by video or telephone conference if the member is prevented from physically attending because of the following:

(1) personal illness or disability;

(2) employment purposes or the business of the public body; or

(3) a family or other emergency.

If a member wants to attend the meeting by video or telephone conference, he or she must notify the recording secretary before the meeting, unless advance notice is impractical.

Motion carried.

Announcements

There were no announcements made.

Adjournment

There being no further business to discuss, the meeting was adjourned at 7:45 p.m.

This meeting was recorded.