



DATE: Tuesday, March 03, 2026
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

AGENDA

- A. Call to Order and Roll Call**
- B. Approval of Minutes of Previous Meeting**
 - [1.](#) Draft Minutes December 2, 2025
- C. Public Input**
- D. Presentations**
 - [1.](#) Staff Report
- E. Unfinished Business**
 - 1. Discussion of Sustainability Advisory Commission and City Sustainability Goals
- F. New Business**
- G. Adjournment**

PUBLIC INPUT

The City of Urbana welcomes Public Input during open meetings of the City Council, the City Council's Committee of the Whole, City Boards and Commissions, and other City-sponsored meetings. Our goal is to foster respect for the meeting process, and respect for all people participating as members of the public body, city staff, and the general public. The City is required to conduct all business during public meetings. The presiding officer is responsible for conducting those meetings in an orderly and efficient manner. Public Input will be taken in the following ways:

Email Input

Public comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted) at the following: citycouncil@urbanail.gov. The subject line of the email must include the words "PUBLIC INPUT" and the meeting date. Your email will be sent to all City Council members, the Mayor, City Administrator, and City Clerk. Emailed public comments labeled as such will be incorporated into the public meeting record, with personal identifying information redacted. Copies of

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emails will be posted after the meeting minutes have been approved.

Written Input

Any member of the public may submit their comments addressed to the members of the public body in writing. If a person wishes their written comments to be included in the record of Public Input for the meeting, the writing should so state. Written comments must be received prior to the closing of the meeting record (at the time of adjournment unless otherwise noted).

Verbal Input

Protocol for Public Input is one of respect for the process of addressing the business of the City. Obscene or profane language, or other conduct that threatens to impede the orderly progress of the business conducted at the meeting is unacceptable.

Public comment shall be limited to no more than five (5) minutes per person. The Public Input portion of the meeting shall total no more than two (2) hours, unless otherwise shortened or extended by majority vote of the public body members present. The presiding officer or the city clerk or their designee, shall monitor each speaker's use of time and shall notify the speaker when the allotted time has expired. A person may participate and provide Public Input once during a meeting and may not cede time to another person, or split their time if Public Input is held at two (2) or more different times during a meeting. The presiding officer may give priority to those persons who indicate they wish to speak on an agenda item upon which a vote will be taken.

The presiding officer or public body members shall not enter into a dialogue with citizens. Questions from the public body members shall be for clarification purposes only. Public Input shall not be used as a time for problem solving or reacting to comments made but, rather, for hearing citizens for informational purposes only.

In order to maintain the efficient and orderly conduct and progress of the public meeting, the presiding officer of the meeting shall have the authority to raise a point of order and provide a verbal warning to a speaker who engages in the conduct or behavior proscribed under "Verbal Input". Any member of the public body participating in the meeting may also raise a point of order with the presiding officer and request that they provide a verbal warning to a speaker. If the speaker refuses to cease such conduct or behavior after being warned by the presiding officer, the presiding officer shall have the authority to mute the speaker's microphone and/or video presence at the meeting. The presiding officer will inform the speaker that they may send the remainder of their remarks via e-mail to the public body for inclusion in the meeting record.

Accommodation

If an accommodation is needed to participate in a City meeting, please contact the City Clerk's Office at least 48 hours in advance so that special arrangements can be made using one of the following methods:

- Phone: 217.384.2366
- Email: CityClerk@urbanil.gov



DATE: Tuesday, December 02, 2025
TIME: 7:00 PM
PLACE: 400 South Vine Street, Urbana, IL 61801

MINUTES

A. Call to Order and Roll Call

1. Chair Westawker called the meeting to order at 7:00pm; a roll was called; and a quorum was present.
2. Commissioners physically present: Luke Westawker, Morgan White, Andrew Stumpf, Kavinder Patel, Jessica Lemkuhl
3. Commissioners joined by phone:
4. Commissioners absent: Sarah Womack

B. Approval of Minutes of Previous Meeting

1. Approval of October 7, 2025 Minutes moved by Stumpf, seconded by Lemkuhl, all in favor

C. Public Input

D. Presentations

1. Staff Report: Scott Tess provided updates regarding closing the year's bulk geothermal purchase program, recycling service, and City fleet electrification.

E. Unfinished Business

F. New Business

1. Discussion of Sustainability Advisory Commission and City Sustainability Goals with City Leadership: Staff persons Scott Tess and Vince Gustafson shared updates regarding ongoing and planned sustainability projects. Commission members discussed goals they may advocate for and how they may support City sustainability efforts.
2. Annual Meeting Schedule: Moved by White, seconded by Lemkuhl, all in favor.

G. Adjournment

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TO: Urbana Sustainability Advisory Commission
FROM: Scott R. Tess, Sustainability & Resilience Officer
DATE: March 3, 2026
RE: Staff Report

Annual Report

Staff are working on a calendar year 2025 annual report. Partial results are attached here.

City Fleet Electric Vehicles

Public Works has an electric vehicle charging installation underway at Public Works. Staff are also evaluating vehicles scheduled for replacement in the near future and determining what available EVs may fit the City’s replacement needs.

Fire Station Solar

Staff are going through a procurement process to qualify firms who could be selected to design solar installations for the two new fire stations. Funds for the solar installations are noted in the Capital Replacement and Improvement Fund.

Landfill

Staff will decommission a sampling well replaced several years ago to remove a potential pathway for contaminants to enter the subsurface. Completion of woody vegetation removal projects were first necessary to gain access to the well location.

Geothermal Urbana-Champaign

Staff are evaluating emerging geothermal lease products to determine if a 2026 bulk geothermal purchase program would add value to the public.

U-Cycle

Staff will be arranging a spring curbside bagged leaf collection on residents’ U-Cycle collection day for the week of April 13-17.

Meeting Schedule

Date	Time	Room
4/7/2026	7pm	Council Chambers
5/5/2026	7pm	Council Chambers
6/2/2026	7pm	Council Chambers
8/4/2026	7pm	Council Chambers
10/6/2026	7pm	Council Chambers
12/1/2026	7pm	Council Chambers