



**CITY OF URBANA, ILLINOIS  
DEPARTMENT OF PUBLIC WORKS  
ENVIRONMENTAL SUSTAINABILITY DIVISION**

**MEMORANDUM**

**TO:** Sustainability Advisory Commission (SAC)  
**FROM:** Scott R. Tess, Environmental Sustainability Manager  
**DATE:** September 9, 2012  
**RE:** September Staff Report

**Municipal Electric Aggregation**

Staff are working to ensure students and others moving to Urbana this month are aware they need to opt-in to electric aggregation to enjoy lower rates. We are providing information through website, email, phone, in-person, and video communications.

**Climate Action Plan (CAP)**

Updated version of the CAP is posted on the city website. Staff is seeking SAC approval of a final document to submit for public comment.

**Staff Change**

Scott R. Tess started as Environmental Sustainability Manager on August 6. See attached bio.