



OFFICE OF THE ATTORNEY GENERAL  
STATE OF ILLINOIS

KWAME RAOUL  
ATTORNEY GENERAL

September 23, 2021

*Via electronic mail*

The Honorable Diane Wolfe Marlin  
Mayor, City of Urbana  
Urbana City Building  
400 South Vine Street  
Urbana, Illinois 61801  
dwmarlin@urbanaininois.us

RE: OMA Request for Review – 2021 PAC C-0343

Dear Mayor Wolfe Marlin:

The Public Access Bureau has received a Request for Review under section 3.5(a) of the Open Meetings Act (OMA) (5 ILCS 120/3.5(a) (West 2020)) from Mr. Christopher Hansen alleging that the City of Urbana (City) City Council (Council) violated the requirements of OMA by failing to post recent Council meeting minutes to the City's website within 10 days after their approval.

The Public Access Bureau has determined that further action is warranted. Section 2.06(b) of OMA (5 ILCS 120/2.06(b) (West 2020)) requires, in relevant part, that "a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body." In order to evaluate this matter, we request that the Council or its representative provide a written response to the allegations in the Request for Review. Please also confirm the extent to which a full-time City staff member maintains the City's website.

As required by section 3.5(b) of OMA (5 ILCS 120/3.5(b) (West 2020)), please provide this information within 7 working days after receipt of this letter. As we conduct our review of this matter, we will notify you if we need to review additional records or information. Please note that under the Act, we are required to forward a copy of any response from the public body to the requester and provide the requester an opportunity to reply. 5 ILCS 120/3.5(c) (West 2020). The Act also permits a public body to provide a redacted version of any response for

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release to the requester. If you believe that other documents or information would be helpful to us as we review the issues, you may submit additional records or affidavits.

Please contact me at (217) 785-7438, Christopher.Boggs@ilag.gov, or the Springfield address on the first page of this letter if you have questions or would like to discuss this matter. Thank you.

Very truly yours,

Christopher R. Boggs

CHRISTOPHER R. BOGGS  
Supervising Attorney  
Public Access Bureau

Attachment

cc: *Via electronic mail*  
Mr. Christopher Hansen



**From:** [Check CU](#)  
**To:** [Public Access](#)  
**Subject:** 2021-09-09 Urbana City Council Request for Review (meeting minutes)  
**Date:** Thursday, September 9, 2021 8:01:45 AM  
**Attachments:** [2021-09-09 Urbana City Council Request for Review.pdf](#)

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Dear Public Access Counselor Pratt,

Attached, please find a request for review in regards to alleged Open Meetings Act violations by the Urbana City Council.

Thanks for your attention to this matter.  
Christopher Hansen

Public Access Counselor Pratt,

I am writing to formally request that your office review the actions of Urbana City Council and Mayor Diane Wolfe Marlin, regarding a number of public meetings. I believe the Mayor and Council have repeatedly violated, and continue to violate, section 2.06(b) of the Illinois Open Meetings Act.

The OMA states:

**“A public body shall approve the minutes of its open meeting within 30 days after that meeting or at the public body's second subsequent regular meeting, whichever is later. The minutes of meetings open to the public shall be available for public inspection within 10 days after the approval of such minutes by the public body. Beginning July 1, 2006, at the time it complies with the other requirements of this subsection, a public body that has a website that the full-time staff of the public body maintains shall post the minutes of a regular meeting of its governing body open to the public on the public body's website within 10 days after the approval of the minutes by the public body. Beginning July 1, 2006, any minutes of meetings open to the public posted on the public body's website shall remain posted on the website for at least 60 days after their initial posting.”**

The Urbana City Council has not posted meeting minutes on its website (or any other place accessible by the public) for the past several months. The most recent meeting minutes are from their May 10<sup>th</sup> 2021 meeting, and some agendas show minutes being approved past the required 30 day deadline. Therefore, I believe the City Council has violated the OMA in regards to the following meetings by failing to timely approve and/or failing to publicly post minutes:

5/17/2021 City Council Committee of the Whole Meeting

5/24/2021 City Council Meeting

6/7/2021 City Council Public Hearing

6/7/2021 City Council Meeting

6/7/2021 City Council Committee of the Whole Meeting

6/14/2021 City Council Meeting

6/21/2021 City Council Public Hearing

6/21/2021 City Council Committee of the Whole Meeting

6/28/2021 City Council Meeting

7/6/2021 City Council Committee of the Whole Meeting

7/12/2021 City Council Meeting

8/2/2021 City Council Committee of the Whole Meeting

8/9/2021 City Council Meeting

8/16/2021 City Council Committee of the Whole Meeting

I thank you for your careful review of this matter.

Regards,

A solid black rectangular redaction box covering the signature area.

Christopher Hansen, September 8, 2021