

MINUTES OF A REGULAR MEETING

URBANA'S MARKET AT THE SQUARE ADVISORY BOARD

DRAFT

DATE: December 19, 2018

TIME: 5:30 p.m.

PLACE: Executive Conference Room, Urbana City Building, 400 South Vine Street, 2nd Floor, Urbana, Illinois

MEMBERS PRESENT: Shea Belahi, Valerie Koress, Kent Miles, Hyde Taidghin O'Brien, Stan Schutte, Sarah Simeziane, Gary Taylor, Maryalice Wu

MEMBERS ABSENT: Diane Cain

STAFF PRESENT: Mayor Diane Marlin, Carol Mitten, City Administrator; Brandon Boys, Economic Development Manager; Bryan Heaton, Market at the Square Coordinator; Rachel Storm, Public Arts Coordinator; Kevin Garcia, Planner II

OTHERS PRESENT: Kim Campbell

1. CALL TO ORDER, ROLL CALL AND DECLARATION OF QUORUM

The Urbana Market at the Square Advisory Board was called to order at 5:31 p.m. by Ms. Wu. The roll call was taken, and a quorum was declared present.

2. APPROVAL OF MINUTES OF PREVIOUS MEETING

The minutes of the September 19, 2018 were reviewed by the Advisory Board. With no changes proposed, Mr. O'Brien made a motion to approve the minutes. Mr. Schutte seconded the motion. All Advisory Board members present were in favor of approval, and the minutes were unanimously approved as presented.

3. ADDITIONS TO THE AGENDA

There were none.

4. PUBLIC INPUT

Kim Campbell of Campbell Apiaries briefly spoke on musicians and entertainers at the Market. He asked if they could maybe be moved to more of a central location within the Market.

5. PRESENTATIONS

a. Staff Report

Market Coordinator, Bryan Heaton presented the City staff's progress report on Market operations to the Advisory Board, outlining grants received, composition of Market vendors, programming at the Market, recommendations from the public, and staff activities.

Economic Development Manager, Brandon Boys provided an update on Market Financials for CY2019, a status update on the addition of a food truck representative and an upcoming opportunity to put seven acres of City-owned land into production for startup farmers or other related uses through partnership.

b. Planning for the Future of Urbana's Market at the Square Facility

Mayor Marlin presented an update on the "What's In Your Square" Visioning Activity. She reported that City had over 44 outreach events over the summer to gather information from the community. Over 1600 surveys were submitted from Champaign-Urbana residents. Mr. Kevin Garcia, Planner II shared some of the data collected with the Board. He asked the Board if they had any thoughts or comments to take back to the planning team. A brief discussion between members of the Staff and the Advisory Board ensued.

Market Coordinator Bryan Heaton and Economic Development Manager Brandon Boys discussed next steps and stated that they would move into an intentional visioning process for the Market. They stated that staff wanted the Advisory Board's assistance in this matter with a concrete proposal following the visioning process. A brief discussion between members of the Staff and the Advisory Board ensued.

6. NEW BUSINESS

a. Approval of 2019 Regular Meeting Schedule

Ms. Wu introduced this agenda item. Mr. Schutte made a motion to continue the present schedule of the Advisory Board which is to meet quarterly on the third Wednesday at 5:30 pm in the months of March, June, September, and December in the Executive Conference Room. Ms. Belahi seconded the motion. All Advisory Board members present were in favor of approval, and the motion was unanimously approved as presented.

7. ADJOURNMENT

Ms. Belahi made a motion that the meeting be adjourned. Mr. Miles seconded the motion. With no further business, Ms. Wu declared the meeting adjourned at 6:46 p.m.

December 19, 2018

Submitted,

Sukiya J. Reid, Recording Secretary