

# **City of Urbana Annual Public Arts Program Plan for Fiscal Year 2012-2013**

## **Introduction**

One of the duties assigned to the Public Arts Commission is to prepare and present an Annual Public Arts Program Plan to the Mayor and Urbana City Council for consideration in the City budgeting process. Per the Ordinance Establishing the Public Art Commission, the Annual Public Arts Program Plan should identify specific program goals for the year, means of achievement, proposed expenditures, sources of supplemental revenue, schedule of execution, necessary resources and responsibilities and an implementation plan to address the goals.

The Public Arts Commission has made it a priority to further the success of the Public Arts Program through additional arts initiatives in downtown Urbana, including artist-designed window treatments, sculptures on temporary lease, and projected video art and short films. Other significant components of the Program Plan for the fifth full year of the Public Arts Program include the 2013 Urbana Arts Grant cycle, the addition of monthly performances at Urbana's Market at the Square, the construction phase of the Boneyard Creek Beautification Project including public art, and a public art project in King Park in Urbana. As always, the Program will prioritize community accessibility to the arts, artist accessibility to resources, and opportunities for collaboration and partnerships.

## **Program Mission**

The Urbana Public Arts Program provides programming and services that create a city where artists thrive and are valued, and where all residents engage with art in its many forms.

## **Goals**

The goals for the Public Arts Program are based upon goals and objectives listed in the City of Urbana 2005 Comprehensive Plan, 2002 Downtown Strategic Plan, the Ordinance Establishing the Public Arts Commission and Program, the Public Arts Program 2008 Community Input Report, as well as guidance from the Public Arts Commission's 2012 Five Year Plan and the 2010 Urbana City Council and Mayor Goals.

## **Means of Achievement**

The following program of work, partnerships, and marketing will serve as the means to achieve the Public Arts Program goals. The program elements described below have been identified based on the ability to achieve success in the given time frame, the ability for the program to grow, cost and budget considerations, and the potential to leverage private dollars. Further program development will be undertaken by Public Arts Commission subcommittees in coordination with City Staff. The following subcommittees, and the members thereof, will assist in providing research and guidance to staff as each area is further developed.

### Public Arts Commission Subcommittees

- Fundraising Subcommittee
  1. Patricia Sammann
  2. Geoff Bant
- Urbana Arts Grants Subcommittee
  1. Pat Sammann
- Downtown Arts Planning Subcommittee
  1. Patricia Sammann
  2. Mary-Ann Winkelmes
- Marketing and Promotions Subcommittee
  1. Barbara Hedlund
  2. Patricia Sammann
- Corridor Beautification Subcommittee (Focus Areas: Philo Road, the Boneyard Creek Master Plan, Cunningham Avenue, Lincoln Avenue and University Avenue)
  1. Geoff Bant
  2. Mary-Ann Winkelmes
- Martin Luther King Jr. Project Subcommittee
  1. Robert Lewis
  2. Virginia Waaler
- Joseph Royer Arts and Architecture Planning Subcommittee
  1. Ilona Matkovszki
  2. Gregory Chew
- UPTV *ArtNow!* Subcommittee
  1. Pat Sammann
  2. Gregory Chew
- Arts in the Schools Subcommittee
  1. Geoff Bant
  2. Barbara Hedlund

### **Partnerships**

In FY11-12, the Urbana Public Arts Program partnered with a variety of local organizations to present events and develop projects, including 40 North | 88 West: The Champaign County Arts, Culture, and Entertainment Council, The Champaign Urbana Design Organization (CUDO), the Urbana Park District, the University of Illinois College of Fine and Applied Arts, the Urbana Business Association, the Osher Lifelong Learning Institute, the Public Art League of Champaign-Urbana, Arts Alliance Illinois, the Illinois Arts Council, Urbana School District #116, the Champaign-Urbana Schools Foundation, and Indi Go Gallery. The Public Arts Commission will continue to work with these groups in FY12-13, as well as to expand its partnerships with organizations and businesses in the community.

### **Marketing**

In FY11-12, the Public Arts Program has marketing tools including press releases, a twice monthly e-mail newsletter, a Facebook page, and Twitter feed. The program currently has 445 e-mail subscribers, 441 Facebook friends, and 245 Twitter followers. For specialized projects, such as calls for artists, announcements have been sent out via

regional and national list-servs and listed on websites such as the Chicago Artist Resource. Various projects have been promoted and featured in local media during this fiscal year, with articles appearing in SmilePolitely and the News-Gazette, radio mentions on WILL and WDWS, and appearances on WCIA and WICD television. Thanks to a grant award from the Illinois Arts Council for FY10-11, the services of a graphic designer were obtained to create an Urbana Public Arts Program logo, promotional postcard, and informational brochure. These new materials are currently being distributed. Other print materials created during FY11-12 include a list a guide to art classes offered in the Urbana-Champaign area and a flier created by the spring public arts intern to promote the Artist of the Corridor program.

In FY 12-13 the Public Arts Program will continue to use these same outlets for publicity, with local print and electronic advertising solicited when necessary. The Public Arts Commission Marketing subcommittee has worked with staff to create a marketing plan for the next year and will meet throughout the year to brainstorm marketing strategies for upcoming Program initiatives. Emphasis will be placed on marketing of specific programs to potentially interested demographics, such as Art at the Market workshops to families and Artist of the Corridor to artists in need of exhibition space. Finally, staff hopes to create a blog to further highlight upcoming projects and initiatives, such as the Boneyard Creek Beautification Project public art enhancements.

**Estimated Expenditure in FY 12-13: \$1,500.** The budget for promotions and marketing will be used for ongoing promotion of the Urbana Public Arts Program, including production of printed promotional materials, event costs, and advertising via print, radio, and online sources.

#### **Public Arts Interns**

In FY11-12, the first volunteer Public Arts Intern spent approximately six hours a week assisting staff with the Urbana Arts Grants program, designing promotional materials, conducting general marketing, and other tasks as needed. While this intern received class credit, ideally interns would receive compensation for their valuable assistance.

Budgeting for a Spring Public Arts Intern and Summer Public Arts Intern in FY12-13, both at 10 hours a week, will provide additional staffing for the Urbana Public Arts Program during particularly busy times. The internship also provides educational opportunities in arts administration for those that may be interested.

**Estimated Expenditure in FY 12-13: \$3,600.** The budget will compensate two interns at \$1,800 per intern (\$12.00 per hour for 10 hours a week for 15 weeks), for a total of \$3,600.

#### **Program of Work**

- 1. Urbana Arts Grants Program:** Urbana recognizes the arts as essential to the vitality of the city. It is additionally understood that funding is the greatest barrier which prevents local artists, organizations, and businesses from pursuing their goals in the arts. The Urbana Arts Grants Program makes funding available to artists, artist

teams, organizations, businesses, and festival presenters for eligible projects to take place in Urbana that enrich the lives of Urbana residents and visitors. The Commission and staff will evaluate the success of the fourth cycle of the program, reviewing responses to a survey distributed to 2012 applicants. This will aid in determining appropriate changes to further the program's success in FY12-13. Priorities for the fifth cycle of the Urbana Arts Grants program include securing an online application system and partnering with area arts organizations to offer more grants workshops to make the application process more accessible.

The four grant categories to be offered in FY 12-13 are:

- **Here and Now:** 12-month grants with awards up to \$1,500 for artists residing in Urbana.
- **Envision 365:** 12-month grants with awards up to \$2,500 open to all emerging and professional artists.
- **Creative Mix:** 12-month grants with awards up to \$5,000 open to groups, ensembles and organizations.
- **Festivals Grant:** 12-month grant with awards up to \$10,000 open to arts-related festival presenters.

Selection Process: The Commission's Arts Grants Subcommittee will create two temporary selection committees representing areas in the arts and the community to review and select projects for funding. The selection committees' recommendations will then be submitted to the Urbana Business Association subcommittee and Board of Directors for approval of the Business Backs the Arts recipients. The final recommendations are approved by the Public Arts Commission.

Timeline: In June - July 2012, the 2012 cycle of the Urbana Arts Grants Program will be evaluated. Guidelines and applications will be finalized and prepared for the 2013 cycle. Applications will be released in October 2012 and due in January 2013. Award announcements will be made in March 2013.

Goals Addressed:

- Promote community events and activities that bring the community together and promote Urbana's special character.
- Expand the City's creative community.
- Increase the vitality of downtown.
- Promote visible, outdoor activity in downtown.
- Encourage and accommodate community events.
- Preserve and commemorate local and multicultural traditions and histories.
- Create a program that represents our community in all its diversity.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Address Public Arts Program suggestions from the public including providing available funding, art in public places, and increased events.

**Estimated Expenditures in FY 12-13: \$42,500.** The budget for this program combines funds allocated to Public Arts Projects in the City Public Arts Fund and the Urbana Business Association “Business Backs the Arts” donation of \$5,000.

2. **Boneyard Creek Public Art:** The Boneyard Beautification Project will create a pedestrian-friendly urban park in the downtown section of the Boneyard Creek and was identified as an opportunity for public art. In FY11-12, the Public Arts Commission Boneyard Creek Subcommittee and City Staff worked with Foth Consultants and Wenk Associates to hold a Request for Qualifications process to identify an artist to design public art elements for this project. Seattle artist Jack Mackie was selected and has worked to design wall tile, concrete form liners, and sandblasted forms for the pavement, all inspired by the local ecology of the Boneyard Creek and Champaign County. Additionally, the Champaign County Design and Conservation Foundation (CCDC) committed a donation of \$32,000 for additional public art enhancements in the project. The design has been finalized and the project will soon go out to bid. The construction phase will continue through FY12-13.

Timeline: Public art enhancements will be realized during the construction phase throughout FY12-13. Staff will coordinate with Jack Mackie as needed.

Goals Addressed:

- Promote the beautification of Urbana.
- Promote community events and activities that bring the community together and promote Urbana’s special character.
- Promote visible, outdoor activity in downtown.
- Expand the City’s creative community.
- Preserve and commemorate local and multicultural traditions and histories.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.

**Estimated Expenditures in FY 12-13: N.A.** The budget for this project of \$78,000, \$46,000 from the City and \$32,000 from the CCDC, comes from outside the Public Arts Fund.

3. **Downtown Arts Planning:** An effort to develop art displays and events to bring increased activity and positive attention to downtown Urbana is underway. The Public Arts Commission Downtown Arts Planning subcommittee and staff will present the following projects during FY12-13:
  - i. **Downtown Vinyl Window Art:** This is a project to bring positive attention to downtown Urbana and create opportunities for local artists by featuring art on the windows of the north east and south towers of the downtown parking deck, as well as the windows of the Urbana Business Association. Staff and the subcommittee have received

several estimates for production, installation, and removal of the artist-designed adhesive vinyl that will go on the windows, and will develop a Request for Proposals process to identify work by local artists to feature. The vinyl designs will go up in late summer/early fall of FY12-13 and remain on display for one year.

- ii. **Downtown Projections of Films and Video Art:** This is a project to bring artistic activity to downtown Urbana by projecting short films, still images, and video art on a building in downtown Urbana. The subcommittee and staff will work in FY12-13 to research the type of projector required for this type of project, as well as necessary mounting hardware to protect it from the elements. A selection process will be developed, film pieces identified, and the project will be presented in spring of FY12-13.

Selection Process: The Commission's Downtown Arts Planning subcommittee will create selection panels of community members and city staff to review submissions for the Downtown Vinyl Window Art Project and the Downtown Projections Films and Video Art. The final recommendations are approved by the Public Arts Commission.

Timeline: Development and launch of window art for the downtown Urbana parking deck and Urbana Business Association will take place in late summer-early fall of 2012. Research, development, and launch of the video art, stills, and films to be projected in downtown Urbana will occur in spring of 2013.

Goals Addressed:

- Promote community events and activities that bring the community together and promote Urbana's special character.
- Promote visible, outdoor activity in downtown.
- Expand the City's creative community.
- Promote the beautification of Urbana.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents
- Address Public Arts Program suggestions from the public including increasing art venues.

**Estimated Expenditures in FY 12-13: \$10,000.** The budget for this program allows \$5,000 for Downtown Vinyl Window Art and \$5,000 for Downtown Projections of Films and Video Art.

4. **Urbana Sculpture Project:** This is a project to increase the presence of public art in Urbana through sculptures on temporary two-year lease. The leases of the first four Urbana Sculpture Project sculptures expire in May of 2012. The Downtown

subcommittee, which the Commission approved to take on this project at their February 14, 2012 meeting, has recommended renewal of the two sculptures located in downtown and removal of the two sculptures currently located on Philo Road. Staff and the subcommittee will work with the Public Art League of Champaign-Urbana (PAL) to hold a tree-themed Call for Artists to identify two additional sculptures to be sited in downtown Urbana . The Commission will also select and sponsor a sculpture from PAL's general Call for Sculpture for installation on Philo Road. Finally, staff will assist PAL in identifying an outside sponsor to fill the other sculpture foundation on Philo. The three new sculptures will be installed in July and August of FY12-13.

Selection Process: The Public Arts Commission will work with the Public Art League to create the selection panel for the tree-themed Call for Sculpture for downtown Urbana. The two sculptures selected for downtown will be approved by the Public Arts Commission and the artists will enter into agreement with the Public Art League. The Public Arts Commission will also approve the sculpture for Philo Road selected by the Downtown Arts subcommittee and the artist will enter into agreement with the Public Art League.

Timeline: New sculptures will be leased and installed by early fall of 2012, and will be on lease for a period of two years ending in 2014.

Goals Addressed:

- Promote visible, outdoor activity in downtown.
- Expand the City's creative community.
- Promote the beautification of Urbana.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents
- Address Public Arts Program suggestions from the public including increasing art venues.

**Estimated Expenditures in FY 12-13: \$10,000.** This budget will allow for \$2,000 honorariums for the two renewed sculptures in downtown Urbana ( $\$2,000 \times 2 = \$4,000$ ) and three new sculptures, two in downtown and one on Philo road. Each of these new sculptures will cost \$2,000, with a \$1,500 honorarium provided for the artist and \$500 provided for PAL's administrative fee ( $\$2,000 \times 3 = \$6,000$ .)

- 5. Arts Programming at Urbana's Market at the Square:** The Public Arts Commission supports free arts programming at Urbana's Market at the Square during the market season, including monthly Art at the Market workshops and Performances at the Market of music, theatre, and dance. During FY12-13, Art at the Market workshops will be offered from 8:00 AM to 12:00 PM and Performances at the Market will take place from 9:30 AM to 11:30 AM on the following dates: July 28, August 25, September 29, and October 13, 2012; and TBD dates in May and June, 2013.

Programming creates opportunities for residents to explore a variety of art media and experience a wide range of musical styles and performance forms. City staff will provide oversight of the events and tent. Artists, arts groups, and performers will be contracted to provide workshops and performances.

Selection Process: City staff will invite artists and facilitators to provide workshops based on experiences and available services.

Timeline: Arts programming at the Market will take place monthly during the Market season in 2012 and 2013, with one art workshop and one performance per month.

Goals Addressed:

- Promote community events and activities that bring the community together and promote Urbana's special character.
- Promote visible, outdoor activity in downtown.
- Expand the City's creative community.
- Preserve and commemorate local and multicultural traditions and histories.
- Create a program that represents our community in all its diversity.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.
- Address Public Arts Program suggestions from the public including increasing events in the arts.

**Estimated Expenditures in FY 12-13: \$3,300.** The budget includes the cost of programming for six Art at the Market workshops, with honorariums of \$400 for each artist or arts group (\$400 x 6 = \$2,400.) Programming for six performances for Performances at the Market, with performers compensated at \$300 per performance, will cost \$1,800. It has been agreed that the total cost of compensating performers will be split between the Public Arts Fund and the Market at the Square budget, leaving the Commission responsible for \$900.

- 6. Joseph Royer Arts and Architecture District Planning:** The Commission has recognized the Joseph Royer Arts and Architecture District as an asset to the downtown that could be further enhanced and promoted. In FY11-12, the Commission sponsored the fabrication of a sign commemorating the 110<sup>th</sup> anniversary of the Champaign County Courthouse. For FY12-13 the Commission subcommittee has several ideas for special performance events celebrating important dates for existing Royer buildings and possible additional signage.

Timeline: On-going research and development will occur throughout FY12-13.

Goals Addressed:

- Promote community events and activities that bring the community together and promote Urbana's special character.



- Promote visible, outdoor activity in downtown.
- Expand the City’s creative community.
- Preserve and commemorate local and multicultural traditions and histories.
- Create a program that represents our community in all its diversity.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.
- Address Public Arts Program suggestions from the public including increasing events in the arts.

**Estimated Expenditures in FY 12-13: \$1,673.** Carryover funds of \$1,673 from FY11-12 remain unspent for this project and will cover future events and initiatives in FY12-13.

7. **Art in the Schools:** A program to support the arts in Urbana public schools. Staff and the Commission Art in the Schools subcommittee conducted research in this area in FY11-12, including interviewing Urbana School District #116 fine arts teachers on their needs. Work is currently being done on developing a program in partnership with the Champaign Urbana Schools Foundation.

Timeline: Development and launch of a pilot program will occur in fall of 2012.

Goals Addressed:

- Support life-long learning in the arts.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote community events and activities that bring the community together and promote Urbana’s special character.
- Expand the City’s creative community.
- Promote inquiry and confluence amongst Urbana residents.
- Encourage relationships among artists and the public to further Urbana’s cultural development.

**Estimated Expenditure in FY 12-13: \$3,000.** The \$3,000 budgeted for this program in FY11-12 remains unspent and will carry over to FY12-13.

8. **Artist of the Corridor:** A program providing exhibition space for Urbana artists in the City Building lobby. The Artist of the Corridor program began in spring of 2010 and allows Urbana artists to exhibit their visual artwork in the lobby of the City Building at 400 S. Vine Street. Five exhibitions by Urbana artists will have been presented in FY11-12, with the length of exhibitions switching from two months to three months in February 2012. Four exhibitions will be presented in FY12-13.

Timeline: The program will run continuously throughout FY12-13, with a new artist exhibiting every three months.

Goals Addressed:

- Expand the City's creative community.
- Create a program that represents our community in all its diversity.
- Promote community events and activities that bring the community together and promote Urbana's special character.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Support life-long learning in the arts.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.
- Encourage relationships among artists and the public to further Urbana's cultural development.
- Address Public Arts Program suggestions from the public including increasing art venues and promotion.

**Estimated Expenditures in FY 12-13: N.A.** No costs are associated with continuing this program, so no expenditure is suggested for FY12-13.

9. ***Art Now! UPTV Program:*** The *Art Now!* UPTV program began in July 2010 and is a 30-minute UPTV program in which Public Arts Commissioners interview local artists about their work. A new episode is available each month, airing weekly on UPTV Channel 6. All episodes are also available online. *Art Now!* increases awareness and education about the arts and arts activities in the community.

Timeline: The program will run continuously throughout FY12-13, with a new episode every month.

Goals Addressed:

- Expand the City's creative community.
- Preserve and commemorate local and multicultural traditions and histories.
- Create a program that represents our community in all its diversity.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Support life-long learning in the arts.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.
- Encourage relationships among artists and the public to further Urbana's cultural development.
- Address Public Arts Program suggestions from the public including increasing art venues and promotion.

**Estimated Expenditures in FY 12-13:** N.A. In-kind support from UPTV staff will provided the necessary resources for the program.

**10. Dr. Martin Luther King, Jr. Park Public Art Project:** A public art project in King Park in Urbana honoring the life and legacy of Dr. Martin Luther King, Jr. through commissioning an artist to create a unique sculpture, interactive artwork, or art installation. The completed artwork will help promote the park as an amenity for the local neighborhood and school, as well as provide an attraction for residents of Urbana and Champaign County. In FY11-12 the Commission subcommittee and city staff have worked with the Urbana Park District to develop a Request for Qualifications process to identify an artist for this project. A selection panel will soon convene to review the 45 submissions received for the opportunity and select several candidates for interview.

Selection Process: The selection panel will consist of the Commission subcommittee, city staff, Urbana Parks district staff, and an artist from the community. This panel will select several candidates for interview and the chosen artist will be approved by the Public Arts Commission. The artist will then enter in agreement with the City of Urbana with the approval of the Public Arts Commission and City Council.

Timeline: An artist will be selected by July 2012 and will work continuously on the project throughout FY12-13.

Goals Addressed:

- Promote the beautification of Urbana.
- Promote community events and activities that bring the community together and promote Urbana's special character.
- Promote visible, outdoor activity in downtown.
- Expand the City's creative community.
- Preserve and commemorate local and multicultural traditions and histories.
- Support life-long learning in the arts.
- Provide opportunities for local and national, established and emerging artists in Champaign County.
- Create conditions for equity and participation in programs of artistic excellence that are accessible, affordable, and diverse.
- Promote inquiry and confluence amongst Urbana residents.

**Estimated Expenditures in FY 12-13:** N.A. The budget of \$50,000 for this project comes from TIF 3 and is separate from the Public Arts Fund.

**11. Additional On-going Efforts:** The following efforts have been identified by staff and the Commission as on-going interests. These programs include:

- Partner with the Urbana Park district to identify and promote additional Art in the Park opportunities.
- Research of potential Arts Center.

- Research and study of potential future projects and programs.

Timeline: On-going throughout FY 12-13.

**Estimated Expenditure in FY 12-13: NA.**

## **Sources of Supplemental Revenue**

Supplemental Revenue will be sought through City grant applications and fundraising strategies developed by the Public Arts Commission Fundraising Subcommittee. The Public Arts Commission Fundraising subcommittee has worked with staff to research possible fundraising strategies, with development of a fundraising plan and implementation slated for FY12-13. Creating a “Friends of the Arts” group to handle fundraising efforts was also identified as future research area. To support these efforts, the Commission prepared a Five Year Plan that identifies short, mid, and long-term goals for each subcommittee. Partnerships are another source of additional resources for specific Urbana Public Arts Program projects. The Champaign County Design and Conservation Foundation committed a donation of \$32,000 for additional public art enhancements in the Boneyard Creek Beautification Project. The Public Arts Commission is also working with the Public Art League to identify potential funders for sculpture on Philo Road.

An Illinois Arts Council grant of \$3,500 for Public Art Program operating support was received in FY 11-12 to be spent by August 31, 2012 during FY 12-13. Staff will continue to pursue additional grant funds from organizations such as the National Endowment for the Arts, the Illinois Arts Council, Illinois Humanities Council, the Urbana Business Association, and other resources. Below is a listing of supplemental revenue anticipated for FY 12-13.

### Urbana Business Association Business Backs the Arts

The Urbana Business Association has dedicated a donation of \$5,000 to the Public Arts Fund through its Business Backs the Arts Initiative for FY 12-13.

### T3 License Fees

Ordinance No. 2008-05-040 entitled, An Ordinance Amending Chapter 3, “Alcoholic Beverages”, of the City of Urbana Code of Ordinances (Public Arts Funding from Class T3 License Fees), allows for private promoters of festivals to receive a T-3 license and requires that the fee for such a license will be 5% of the gross revenue generated by the event. The ordinance also states that the fees for a T-3 license shall be paid into the Urbana Public Arts Fund. Attached (Exhibit B) is the ordinance which describes the program in detail.

## **Schedule of Execution**

The schedule of execution for the FY 12-13 Program Plan will reflect the timelines described in each program description above.

- 1. Urbana Arts Grants Program**  
Timeline: In June - July 2012, the 2012 cycle of the Urbana Arts Grants Program will be evaluated. Guidelines and applications will be finalized and prepared for the 2013 cycle. Applications will be released in October 2012 and due in January 2013. Award announcements will be made in March 2013.
- 2. Boneyard Creek Public Art**  
Timeline: On-going coordination with the artist, Jack Mackie, will take place throughout the construction phase of the project in FY12-13.
- 3. Downtown Arts Planning**  
Timeline: Development and launch of window art for the downtown Urbana parking deck and Urbana Business Association will take place in late summer-early fall of 2012. Research, development, and launch of the video art and films to be projected in downtown Urbana will occur in spring of 2013.
- 4. Urbana Sculpture Project**  
Timeline: New sculptures will be leased and installed by early fall of 2012, and will be on lease for a period of two years ending in 2014.
- 5. Arts Programming at Urbana's Market at the Square**  
Timeline: Arts programming at the Market will take place monthly during the Market season in 2012 and 2013, with one art workshop and one performance per month.
- 6. Joseph Royer Arts and Architecture District Planning**  
Timeline: On-going research and development will occur throughout FY12-13.
- 7. Art in the Schools**  
Timeline: Development and launch of a pilot program will occur in fall of 2012.
- 8. Artist of the Corridor**  
Timeline: The program will run continuously throughout FY12-13, with a new artist exhibiting every three months.
- 9. Art Now! UPTV Program**  
Timeline: The program will run continuously throughout FY12-13, with a new episode every month.
- 10. Dr. Martin Luther King, Jr. Park Public Art Project**  
Timeline: An artist will be selected by July 2012 and will work continuously on the project throughout FY12-13.
- 11. Additional On-going Efforts**  
Timeline: On-going throughout FY 12-13.

## Resources

Below is a list of the programs being pursued for FY 12-13 and corresponding estimated expenditures, totaling to **\$81,173**. This figure includes carryover funds from previous years and an expected donation of \$5,000 from the Urbana Business Association for Business Backs the Arts.

<b>Program</b>	<b>Proposed Expenditures for FY12-13</b>
1. Urbana Arts Grants Program	\$47,500 (includes \$5,000 UBA donation)
2. Boneyard Creek Public Art	N.A.
3. Downtown Arts Planning	\$10,000
4. Urbana Sculpture Program	\$10,000
5. Arts Programming at Urbana's Market at the Square	\$3,300
6. Joseph Royer Arts and Architecture District Planning	\$1,673 (ENC from FY11-12)
7. Art in the Schools	\$3,000 (ENC from FY11-12)
8. Artist of the Corridor	N.A.
9. Art Now! UPTV Program	N.A.
10. Dr. Martin Luther King, Jr. Park Public Art Project	N.A.
11. Special Projects	\$600
12. Marketing	\$1,500
13. Interns	\$3,600
<b>TOTAL</b>	<b>\$81,173</b>

## Responsibilities

The Urbana Public Arts Commission has regularly scheduled meetings monthly. The Commission has the authority to select works of art, remove works of art previously displayed based on a de-accession policy, promulgate criteria for selection of works of art and artists and maintenance, and take any other action necessary to carry out its purposes for projects as described in the section on Duties described in the attached ordinance (Exhibit C), in accordance with the annual budget and subject to all ordinances of the City of Urbana.

The Community Development Services Department, in coordination with the Public Arts Commission, administers the Public Arts Program and all Public Arts Program projects,

including artwork(s) received as gifts to the City of Urbana. The Community Development Services Department is the contracting officer for commission or purchase all works of art after consultation with the Public Arts Commission. The Mayor and City Council approve the Annual Public Arts Program Plan for the Public Arts Commission. The Mayor appoints Public Art Commissioners, who are approved by City Council.

Attachments: Exhibit A: 2010 Urbana City Council and Mayor Goals  
Exhibit B: Ordinance relating to T3 License Fees  
Exhibit C: Ordinance Establishing the Public Arts Program and Commission

# Urbana City Council and Mayor Goals

**Adopted February 1, 2010**

The City of Urbana recognizes that stewardship of the city means not only addressing the needs of today's residents but planning for the future -- short and long term -- in a cohesive, coherent way. These City Council and Mayoral Goals represent the core principles we will apply over our term in office as we help guide Urbana on the path forward. They form a common point of understanding from which the planning and government of Urbana proceeds.

Our specific goals include enhancing public safety, achieving financial sustainability, promoting economic development, maintaining a vibrant, innovative downtown, working toward environmental sustainability and improving the quality of life in Urbana.

**Public safety:** Our top goal always must be to provide for the safety of our residents by maintaining sufficiently staffed and well-trained police, fire and public works departments and providing modern facilities for them to work in.

**Financial sustainability:** Our goal is to have a financially stable city, with sufficient reserves to cover periodic downturns in the economy. Longer-term, the city should investigate securing new sources of revenue that don't burden taxpayers through city ownership of public utilities, such as broadband, water and electricity/energy.

**Economic development:** To minimize the tax burden on residents, Urbana must continue to grow and attract new jobs. The city should pursue infill development whenever possible, work to enhance new development corridors to the north and east and work to attract new high-tech jobs. The city should also strive to make sure new projects are as attractive and environmentally sustainable as possible.

**A vibrant, innovative downtown:** The heart of a city is its downtown, and Urbana must continue to maintain its downtown as a vibrant, attractive place to live, work and shop. The city will strive to retain existing businesses, to attract new businesses and to fill vacant buildings and sites. The city also will begin implementing the Boneyard Creek Master Plan to transform Boneyard Creek into a downtown amenity.

**Environmental sustainability:** The city must implement and encourage environmental sustainability, including evaluating all city projects for sustainability and incorporating energy-savings systems. The city should establish partnerships and develop programs to encourage residents and businesses to adopt sustainable practices. The city council will adopt a climate action plan and work to reduce greenhouse gas emissions through a variety of measures, including making the city more pedestrian and bicycle friendly.

**Quality of life:** The city must take the steps necessary to ensure a high quality of life for its residents. Those steps include promoting historic preservation, diversity in the city work force and intergovernmental cooperation. The city should also work to provide affordable housing, promote public art and implement modern zoning concepts.



## 1.) Goal: Public safety

- A. Strategy:** Provide police and fire service staffing at levels needed for all neighborhoods..
- Review staffing annually during budget preparations to determine needs and available resources.
  - Monitor development and population density for future fire station and personnel needs as well as exploring partnerships and financial planning for construction needs.
- B. Strategy:** Continue to identify problem properties and work to solve problems.
- Work with the ownership of problem properties and apartment complexes to reduce crime.
  - Work with Lierman Avenue and Washington Street residents to address neighborhood issues.
  - Continue systematic rental inspection and code enforcement, particularly with problem properties.
  - Adopt an Aggravated Public Nuisance ordinance. [Spring 2010]
- C. Strategy:** Review and update ordinances.
- Review liquor ordinance. Consider tiered license fees based on occupancy.
  - Develop an early warning system to identify potential problem properties.
  - Investigate motel and hotel code safety issues when rooms are rented by the month.
- D. Strategy:** Address building security needs at City Facilities.

## 2.) Goal: Financial sustainability

- A. Strategy:** Secure new long-term reliable sources of city revenue. Investigate what other cities have done regarding broadband, ambulance, water and electricity/energy.
- Hire consultant to help city determine whether broadband grant proposal will pay for itself, as is, and to look at potential business models for expanding fiber to the home in Urbana. [Fall 2009]
  - If the \$28 million federal broadband grant is awarded, using consultant's and other input, council will determine whether to accept or reject. [Feb 2010]
  - If grant is awarded and accepted, build out of backbone network and fiber to the home in underserved areas by 2011 and determine if the City builds out to other on a partial or complete basis. There would be a cost savings of about 5 percent with continuing construction without a stop, so an initial decision in early 2011 should be considered.
  - Investigate the feasibility and potential profitability of operating a city ambulance service.
  - Continue to work with city of Champaign, UI and Savoy and possibly other parties to consider buying the water system and operating it as a municipal utility.
  - Consider implementing a storm water utility fee; employ a consultant to perform a feasibility study and implementation plan.
- B. Strategy:** Successfully negotiate new contracts with police, fire and AFSCME unions in 2010 that the city can afford.

**C. Strategy:** Evaluate costs and benefits of development projects before implementation and follow up to see if actual results achieved.

**D. Strategy:** Work to maintain a healthy general corporate fund balance, eventually raising reserves to \$3 million, or about 10 percent of general fund spending.

- Consider implementing new fees, such as vehicle impoundment fee, towing fee, pavement degradation fee that have already been implemented or are under consideration in other cities.
- Analyze expenditures and improve efficiency to help eliminate current budget deficit.

### 3.) Goal: Economic development

**A. Strategy:** Regularly conduct a business climate survey and include all area Realtors and developers.

**B. Strategy:** Begin implementing Cunningham Avenue corridor beautification plan.

**C. Strategy:** Work to attract infill development

- Target vacant or underutilized buildings and sites, such as Jerry's IGA, former Walgreens, and Pay Less Shoes.
- Target desired uses such as a cinema, a new book store, boutiques, specialty stores, copy shop, and ice cream parlor.

**D. Strategy:** Complete and execute development agreement with Menards.

- Set timetables for road improvements and construction of store tied to state funding.
- Residential and other commercial development to follow in future years.

**E. Strategy:** Work with University of Illinois and the UI Foundation on properties of mutual interest.

- Seek active involvement of neighborhood associations and residents in the planning and design process of Orchard Downs and Pomology (Pell Farm) Tract redevelopments.
- Continue discussions on North Campus and Krannert Center District developments.

**F. Strategy:** Complete University Avenue corridor plan by spring 2010.

**G. Strategy:** Continue to pursue funding for Olympian Drive (from Apollo Drive to US 45) and extending Lincoln Avenue along its proposed alignment to Olympian Drive.

- Continue to work with neighboring property owners on proposed Olympian Drive route land use concerns.
- Examine potential connectivity of Airport Road to Lincoln Avenue for public safety and industrial development.
- Explore locations for additional industrial parks

**H. Strategy:** Continue to pursue development along Cunningham Avenue north of Interstate 74

- Market Pickrell Farm, Frasca properties, and Farm & Fleet out lots.

**I. Strategy:** Continue to administer and improve business development programs to meet business needs such as TIF Redevelopment Incentive Program and Enterprise Zone Designation.

**J. Strategy:** Continue to work with Urbana Business Association to market Urbana “as a dynamic place to live, work and do business.”

- Support efforts of grass-roots community development or neighborhood organizations.

**K. Strategy:** Continue to promote expansion and diversity of the city’s tax base.

- Explore possible annexations, including existing residential neighborhoods, and use cost/benefit ratio analysis.
- Work with the University and not-for-profit entities to limit the growth of non-taxable properties.

## 4.) Goal: A vibrant, innovative downtown

**A. Strategy:** Update the 2002 downtown strategic plan. [May 2010]

- Work with stakeholders on visioning for downtown and a goal-setting process.
- Hire design firm to obtain updated visualizations of downtown.
- Create an overarching downtown vision statement and executive summary of existing plans.
- Assign priorities and timelines to existing plans for downtown and develop several scenarios based on potential redevelopments.

**B. Strategy:** Complete a professional market share study of downtown business sectors to determine marketing strategies and what types of businesses will succeed downtown.

- Draft request for proposals and complete study by spring 2010.

**C. Strategy:** Develop downtown as a destination through traditional and cutting-edge technologies.

- Study use of interactive downtown kiosks, new information technologies, and podcast walking tours.
- Bring “museum without walls” concept to downtown by marking historic buildings including the Royer Arts and Architecture District (plaques and markers).
- Install “Looking for Lincoln” wayside markers where appropriate, and identify and mark sites associated with distinguished Urbana citizens.
- Encourage University faculty and students to develop interactive or innovative technology in downtown businesses or in uses that would extend the concept of the gallery district.

**D. Strategy:** Complete a “way-finding” design to improve downtown signage and other materials that help residents find parking and other downtown attractions and businesses.

- Request for proposals to be issued and report completed. [Spring 2010]
- Develop connectivity across and to downtown with an emphasis on walking and biking.

**E. Strategy:** Continue implementation of the Boneyard Creek Master Plan.

- Coordinate with private property owners who own redevelopment properties.
- Focus on Segment 3 between Griggs Street and Broadway Avenue for first construction phase including Race Street Bridge.
- Finalize necessary easements agreements, including old railroad trestle bridge for pedestrians and Norfolk Southern railroad approvals.
- Consider additional segments as feasible and/or as prompted by redevelopment activity.
- Initiate planning, acquisition, site engineering for Boneyard beautification plan west of Main Street to Lincoln Avenue.
- Study/consider private fund-raising campaign tied to specific Boneyard phases.

**F. Strategy:** Work to complete major downtown redevelopment and infill projects.

- Restore Historic Lincoln Hotel as a viable hotel and conference center while respecting its historic character. Work with developers to promote revitalization through available initiatives, fee waivers and tax credits for local and national landmark buildings.
- Consider acquisition and environmental cleanup (seek IEPA Brownfield Site Funds) of downtown sites for potential redevelopments.
- Work with owner of Gateway Shoppes to start construction of shopping center and additional out lot development.
- Complete property acquisitions and options of city block just north of Urbana City Building and issue RFP for mixed-use redevelopment.
- Pursue/continue redevelopment of Lincoln Square Village.
- Consult with owner of County Plaza on developing new uses and applications for this space.
- Work with property owners of the blocks south of University Avenue between Race and Vine streets, to pursue redevelopment.
- Work to increase downtown housing, including both apartments and condos.

**G. Strategy:** Promote reuse of vacant or underutilized buildings

- Consider having the city become its own developer: buy empty buildings or properties and partner redevelopment and renovation projects.
- Continue/enhance start-up grant and rent incentives for galleries and businesses in Royer Arts & Architectural District.
- Consider offering city grants to any commercial business in the Royer district to clean or repair existing facades.
- Promote the Royer Arts and Architecture District as a travel destination enhancing tourism, entertainment and development.
- Consider incentive program to encourage downtown law firms to move offices into the second floor, freeing first floor for retail.

**H. Strategy:** Complete Phase 7 of downtown streetscape along Broadway Avenue to the north.

- Hire firm to complete design.

**I. Strategy:** Implement parking plan recommendations.

- Make parking deck more attractive and easier to find.
- Prepare printed material.
- Uniform parking enforcement and modernized equipment.
- Work with the downtown business community on traffic calming measures, safe and user friendly parking, and potentially testing back-in angle parking.

## 5.) Goal: Environmental sustainability.

**A. Strategy:** Adopt principles to provide overall guidance on sustainability issues including air, water, and energy.

- Evaluate all city projects with respect to sustainability, such as waste water, street lighting, energy usage, storm water runoff, and similar issues.
- Incorporate energy-saving systems, including renewable energy sources, storm water best management practices, bicycle and pedestrian facility upgrades.
- Develop innovative programs and regional partnerships to support energy efficiency of private homes, businesses and municipal buildings.

**B. Strategy:** Adopt a climate action plan [May]

- Set significant and achievable targets for greenhouse gas emissions.
- Adopt a timetable and track progress.

**C. Strategy:** Provide adequate staffing and resources to develop and implement sustainability plans and programs. Develop a green team with representatives from all city departments.

**D. Strategy:** Identify opportunities to provide incentives and promote “green construction.

- Research updating city code to promote green building.
- Seek changes in state plumbing codes to allow waterless urinals and energy-efficient plumbing vents.

**E. Strategy:** Develop financing models to fund energy efficiency programs and renewable energy projects, such as contract assessments, revolving loans or grants.

**F. Strategy:** Support proposed studies of climate change, land use and economic development projections consistent with the cost being broadly shared across interest groups in Champaign County. [Fall 2010]

- Work with Champaign County Climate Change Task Force on studies such as solar canopies.

**G. Strategy:** Develop and implement a formal energy policy for city operations.

- include conservation, identification of non-fossil fuel sources, and potential implementation timelines.
- Continue to increase energy efficiency in all city buildings..Support energy efficiency in residential and commercial sectors by developing innovative programs and regional partnerships.

**H. Strategy:** Develop and implement a water conservation policy for city operations.

- Include conservation steps and alternatives to using potable water, such as for landscape watering. Include costs and implementation guidelines.
- Work with other cities on a regional basis on water planning issues and legislation.

**I. Strategy:** Expand recycling to include commercial recycling, construction and demolition debris recycling, explore hazardous and electronic recycling, and find a long-term solution to battery recycling.

- Adopt a zero waste city goal and action plan.

**J. Strategy:** Promote production, accessibility and affordability of local farm and artisan products.

- Conduct a strategic planning process to explore the future vision, program goals and implementation steps for Market at the Square (Winter, 09-10)
- Consider creation of an advisory board for the Urbana Market composed of representatives from the city of Urbana, vendors, consumers, the Urbana Business Association and others as deemed appropriate.
- Implement use of Electronic Benefits Transfer cards at the Urbana Market.
- Encourage establishment of “Friends of the Urbana Market” not-for-profit organization to provide fundraising for educational and artistic events, infrastructure and other needs.
- Grow the Urbana Market by establishing a year-round operation on a permanent location with commercial kitchen space that can be rented by vendors.
- Leverage the Urbana Market as an economic engine to drive development of a portion of downtown Urbana as a “food district.”

**K. Strategy:** Encourage Sustainable Landscaping and Gardening.

- Establish a heritage tree program.
- Encourage the use of native species in landscaping and for pollinator well being.
- Record and mark trees of significant height and growth.
- Study providing notice when a significant tree is to be removed.
- Update city parkway tree inventory.
- Develop property owner guidelines and recommendations for use of native species in landscaping and tree plantings.
- Control the removal of topsoil from residential developments.
- Consider installation of a model community rain garden at the city building.

**L. Strategy:** Become a multimodal, bike and pedestrian- friendly community that supports sustainable transportation.

- Work with the Bicycle and Pedestrian Advisory Commission to implement the Bicycle Master Plan by implementing current recommendations and by continuing to plan for bicycle facilities as the city expands or redevelops.
- Work with the Bicycle and Pedestrian Advisory Commission to develop ongoing, communitywide bicycle safety education programs such as the bicycle safety video being prepared jointly by Champaign and Urbana, or working with Drivers’ Education curricula.
- Make sure the police and public works departments and bicycle commission provide appropriate enforcement, education and signage for bicyclists and pedestrians.

- Apply for and receive Bicycle Friendly Community designation by 2010-11.
- Launch a bicycle parking retrofit program to help existing businesses add appropriate bicycle parking hardware. Need a funding source.
- Support public transportation, including CUMTD improvements and high-speed passenger rail.
- Continue to enact Safe Routes to School improvements as funds become available.
- Adopt a complete streets policy. Include alternative roadway configurations, such as bike boulevards, that give priority to pedestrian, bicycle and public transit modes. For intersection projects, include roundabouts, and other technologies among the alternatives considered.
- Improve safety for pedestrians and bicyclists at Windsor Road and Race Street.
- Continue identifying and prioritizing improvements at problematic intersections.
- Continue to work with other agencies on regional bike facilities such as the Rails to Trails path between Urbana and Danville.

## 6. Goal: Quality of Life

### A. Strategy: Enhance historic preservation and preserve older housing stock

- Encourage creation of a historic district on Elm Street between Buena Vista and Cedar Street.
- Encourage creation of historic corridors with national designations.
- Create incentives to convert grandfathered boarding houses back to single-family houses.
- Work to conserve single-family homes and neighborhoods through measures that encourage owner occupancy and reinvestment in current housing stock.

### B. Strategy: Zoning/comprehensive plan or ordinance changes.

- Consider ordinance amendment reducing the number of parking spaces required for commercial developments.
- Modify development regulations to encourage bioswales and alternatives to detention basins.
- Develop and enact an industrial noise ordinance that limits noise generated after normal business hours from industries and commercial businesses.
- Consider enacting city impact fees for development to help pay for new roads, park-land dedication, and school sites.
- Consider enacting form-based zoning (ie. where development is dictated by desired building forms rather than by minimum regulations) in downtown and commercial areas.
- Reduce impact of off-street parking in single-family neighborhoods through improved backyard green space requirements, including establishment and enforcement of no-gravel,

no paved-over backyard requirements for grandfathered properties with single-family (R-1, R-2, R-3) underlying zoning.

- Improve cross-department coordination of code enforcement efforts.

**C. Strategy:** Promoting diversity.

- Continue to work to improve effectiveness of city Equal Employment Opportunity contract compliance program.
- Participate in multi-jurisdictional efforts to increase minority contractor hiring and business growth.
- Continue to work toward increasing diversity within the city workforce to more closely mirror the city's demographics.
- Continue to work toward creating a city work culture more conducive to diversity.
- Publish an annual report for the City Council with metrics on the work force including diversity issues, affirmative action, training, retirements, staff changes, and similar issues.

**D. Strategy:** Promote continued intergovernmental cooperation

- Continued cooperation with Urbana School District (Safe Routes to Schools, technology, energy efficiency grants, green schools, etc.).
- Continued cooperation with Urbana Park District.
- Complete design of new city website and related staff training. [February 2010]
- After official 2010 Census results are received and new county precincts are determined, use a transparent process to draw a new Urbana ward map so that wards are contiguous and balanced fairly for population per Federal and State requirements.
- Adopt the Mayor's Action Challenge for Children and Families sponsored by the National League of Cities <http://www.mayorsforkids.org/principles.php>.
- Conduct annual training for council, boards, and commissions.
- Continue to seek intergovernmental cooperation with Champaign, Savoy, Champaign County and other entities to pursue economic development opportunities.
- Work with park district and school district to make sure recreational facilities are available to Lierman/Washington and King Park area youth.
- Explore the use of neighborhood community centers to serve the needs of youths and adults related to education, training, guided activities and communication technologies in target areas of Urbana, including the possibility of working with the school district at Prairie and King Schools.
- Improve programs to give youth hands-on exposure to the building trades and other vocational training opportunities.

**E. Strategy:** Support greater community programs of interaction between Urbana and our sister city international partner, Zomba, Malawi, Africa.

- Work with local schools, churches and community groups
- Determine if an additional program should be developed in Brazil



**F. Strategy:** Continue to promote public art.

- Support placement of public art throughout the city.
- Continue to support the Public Arts Commission and their programs
- Complete “Art in the Park” project north of the city building.

**G. Strategy:** Continue to promote additional affordable housing opportunities

- Work with Housing Authority of Champaign County on redevelopment plans for Dunbar Court.
- Identify partners for the Kerr Avenue energy- efficient housing project and move forward with construction.
- Complete housing needs study and reflect results in updated Consolidated Plan/Annual Action Plans for use of CDBG and HOME consortium funds.
- Examine capacity of homeless shelters, family shelters and SRO’s and promote resources to meet shelter needs.
- Continue to address the issues of tenant relocations resulting from nonpayment and/or condemnations.

**H. Strategy:** Address space needs deficit at City Facilities.

- Complete a space needs study and master plan.
- Identify funding source for plan improvements.
- Consider interim storage facility to address immediate need for space.

**AN ORDINANCE AMENDING CHAPTER 3, "ALCOHOLIC BEVERAGES",  
OF THE CITY OF URBANA CODE OF ORDINANCES**

**(PUBLIC ARTS FUNDING FROM CLASS T3 LICENSE FEES)**

**WHEREAS**, the City of Urbana has a population of more than 25,000 and is, therefore, a home rule unit under subsection (a) of Section 6 of Article VII of the Illinois Constitution of 1970; and

**WHEREAS**, the City is empowered to regulate the sale of alcoholic beverages, particularly on public lands; and

**WHEREAS**, it is in the best interests of City of Urbana to foster a vibrant civic and cultural atmosphere; and

**WHEREAS**, the City wishes to encourage the promoters to plan and run outdoor festivals within its corporate limits; and

**WHEREAS**, the City's current liquor ordinance does not allow private, for-profit entities/promoters which already possess a City-issued liquor license to receive a temporary liquor license for their events that are not held on property that is contiguous with the license-holding entity's property; and

**WHEREAS**, the City's current liquor ordinance does not allow private, for-profit entities who are not current license holders to receive a temporary liquor license; and

**WHEREAS**, the issuance of said temporary licenses for festivals approved by the City Council will allow private, for-profit entities/promoters to bring such festivals to the City of Urbana;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS THAT** Chapter 3 of the Urbana Code of Ordinances shall be, and hereby is, amended as follows:

**Section 1.**

§3-42 of the Code of Ordinances shall be amended as follows:

**Sec. 3-42. Class T licenses.**

There shall be three (3) categories of Class T licenses:

T-1 (Special event--current licensee)

T-2 (civic or charitable organization)

T-3 (Private promoter of festivals)

(a) T-1 license (special event--current licensee). Any license holder may obtain a special license which shall permit and allow such license holder to serve alcoholic drinks in an enclosed area immediately adjacent and adjoining and opening onto the premises described in the then current license application on file for the license, provided the licensee submits an application in the manner provided by ordinance fourteen (14) days prior to the date for which the special license shall be used. A Class T-1 license shall be valid for a maximum of two (2) days. The T-1 license application shall contain:

- (1) A statement of the hours during which liquor is to be sold, not inconsistent with section 3-3.
- (2) Describe with reasonable certainty the boundary of the adjacent premises where such liquor shall be sold.
- (3) The written consent of the owner of such adjacent premises shall be attached to the application. The written consent shall be dated not more than thirty (30) days prior to the application.
- (4) Proof of dram shop insurance covering the premises to be utilized with the T-1 license.

No more than one (1) such license shall be issued to any license holder in any one (1) calendar month, nor more than three (3) in a calendar year. The special license, if issued, shall not in any manner be regarded to relieve the license holder of complying with any other requirement of law.

(b) T-2 license (civic or charitable organization). The T-2 license shall permit the retail sale of alcoholic liquor by any bona fide civic, service, charitable, or other not for pecuniary profit organizations for consumption on the premises or within an area specifically designated in such license.

- (1) A Class T-2 license shall be valid for a maximum of two (2) days.
- (2) An applicant for a Class T-2 license shall submit an application at least fourteen (14) days prior to the date for which the license shall be issued, and show evidence that dram shop liability insurance has been obtained for the period of the license.

(3) The applicant for a Class T-2 license shall state in the application for such license the hours during which alcoholic liquor is to be sold, not inconsistent with section 3-3.

(4) Not more than two (2) Class T-2 licenses shall be issued to any license holder in any one (1) calendar year. Licenses issued for events that the city co-sponsors shall not count toward this limit.

(5) A Class T-2 license, if issued, shall not in any manner be regarded to relieve the license holder of complying with any other requirement of law.

(c) T-3 license (Private for-profit festival promoter). The T-3 license shall permit the retail sale of alcoholic liquor by any bona fide private for-profit promoter of outdoor festivals, held within the City's corporate limits, for consumption on the premises or within an area specifically designated in such license. For purposes of this Section, a festival shall be defined as special event, normally held only once per calendar year, which is held primarily outdoors; is open to the public; and has been designated as an approved festival by the City Council.

(1) The T-3 license shall be valid for a maximum of two (2) days.

(A) If any festival lasts less than two (2) days, then the T-3 license shall be valid only for the duration of said festival.

(B) In no case shall alcoholic liquor be sold by the T-3 license holder outside of the hours designated in the T-3 license application. Said hours shall not be inconsistent with the limitations in §3-3 of this Chapter. The City of Urbana Liquor Commissioner or his/her designee shall have sole discretion to limit hours of alcoholic liquor sales during any outdoor festival.

(2) The festival promoter shall apply for the T-3 license no later than sixty (60) days prior to the date of the festival.

(3) No more than two (2) T-3 licenses shall issue to any current license holder or new applicant in any calendar year.

(4) A Class T-3 license, if issued, shall not in any manner be regarded to relieve the license holder of complying with any other requirement of law.

(5) No more than one (1) T-3 license shall issue per calendar month, and said license shall issue on a first come basis.

(6) The fee for a T-3 license shall be 5% of the gross revenue generated by the event.

(A) Payment of such fee shall be made to the Comptroller of the City, by the license holder within ten (10) business days from the last day of the festival.

(B) Payment of the 5% of gross revenue shall be accompanied by an accounting of the gross revenue and a certification by the license holder of the accuracy of said accounting.

(C) The fees for a T-3 license shall be paid into the Urbana Public Arts Fund.

(7) All T-3 license recipients shall, as a condition for receiving that license, pay all of the City of Urbana's costs in providing City services to that event, including, but not limited to, police

services and Public Works Department services. The Police Department, Public Works Department, and any other City department/division from which services are requested by the permit applicant or that are required, by necessity, at the event, shall provide estimates of the costs of providing their services, and the license applicant shall agree in writing to pay the same, prior to the issuance of the license.

(d) Special conditions applicable to all T Class licenses.

(1) In the application for a T Class license, the application must set forth information so that the boundary of the area in which alcoholic liquor is to be allowed, can be ascertained with reasonable certainty.

(2) If the applicant for any category of Class T license is not the owner of record of the property designated for the site of the event, the owner of record or agent must join in the application; provided, however, this requirement shall not be applicable to an application for a T-2 license involving public right-of-way.

(3) If any T Class license involves serving either alcoholic liquors or food out-of-doors, then the following shall be applicable:

(A) The application shall designate the license applicant as the agent of the owner of record for service of a notice to remove all refuse, litter, debris, garbage and the like for the notice of lien as set forth in subsection (e) below. Only paper or plastic products may be used to serve alcoholic liquor or food;

(B) Provide fencing with at least two (2) means of ingress and egress around the area designated in the license. The egress shall have a ratio of at least forty-four (44) inches for every two hundred (200) occupants and at least one alternate exit of at least forty-four (44) inches;

(C) The Class T license holder shall, within twenty-four (24) hours after the ending time of the event, remove all refuse, litter, debris, garbage and the like from the property used for the event and the abutting public right-of-way;

(e) In the event the Class T license holder does not remove all refuse, litter, debris, garbage and the like in the twenty-four-hour period as required by subsection (c) of this section, the city may, after twenty-four (24) hours' notice, remove all refuse, litter, debris, garbage and the like from the property used for the event. The notice requiring removal shall state that, if the license holder and the owner of record do not remove all refuse, litter, debris, garbage and the like from the designated property within twenty-four (24) hours, the city shall conduct the removal operation. The notice shall also state that the failure of the owner or licensee to remove all refuse, litter, debris, garbage and the like within the twenty-four-hour period as required by such notice, shall be deemed as implied consent for the city to conduct such removal. Such implied consent shall be deemed to form a contract between the city and the owner and the licensee for payment of the costs of the removal of the refuse, litter, debris, garbage and the like. Service of notice shall be made upon the license holder or an agent or employee of the license holder. Service shall be by personal service except that service can not be made by diligent inquiry. Service may be had by posting the notice on the property. The reasonable cost of removal shall be a lien upon the real property for which the license was issued.

(f) Whenever a bill for the reasonable costs of removal made pursuant to subsection (d) of this section remains unpaid for thirty (30) days after it has been sent to the license holder and the owner of record, the clerk shall file a notice of lien with the county recorder.

(1) The notice of lien shall be filed within ninety (90) days after the cost and expense of the removal has been incurred. The notice shall consist of a sworn statement setting out a description of the real estate sufficient for identification thereof, the amount of money representing the cost and expense incurred or payable for the removal and the date or dates when such cost and expense was incurred by the city. However, the city's lien shall not be valid as to any purchaser whose rights in and to such real estate have arisen subsequent to removal of the refuse, litter, debris, garbage and the like and prior to the filing of such notice, and the city's lien shall not be valid as to any mortgage, judgment creditor or other lienor whose rights in and to such real estate arise prior to the filing of such notice. Upon payment of the cost and expenses by the license holder or the owner of record or persons interested in the property after notice of lien has been filed, the city shall release the lien and the release may be filed or recorded as in the case of filing a notice of lien.

(2) Costs and expenses under this section include, but are not limited to, the actual costs and expenses for the time of city employees, use of equipment and materials concerning the actions of removal pursuant to this section, and transportation to and from the property, title searches or certifications, preparation of lien documents, foreclosure and other related reasonable attorney's expenses.

(3) Whenever the costs and expenses for removal of all refuse, litter, debris, garbage and the like shall remain unpaid for a period of thirty (30) days after the lien is filed, the city may institute proceedings to foreclose the lien, and the real estate may be sold under the order of the court.

(4) Upon payment of the costs and expenses, plus interest at a rate of nine (9) percent annum from the date thirty (30) days after the bill was sent and after the notice of lien has been filed, the clerk shall file with the recorder a release of lien.

~~(f)~~ (g) If the payment of the city's cost of removal or abatement of the nuisance is not paid to the city within thirty (30) days of the billing of such costs the city attorney is empowered to commence proceedings in the circuit court seeking a personal judgment from the owner or licensee interested in the premises as noticed in subsection (d) of this section. The action authorized by this subsection shall be in addition to and without waiver of any other remedy. Such action shall be based upon the implied consent for persons to form a contract for the removal or abatement of such nuisances.

~~(d)~~ (h) Along with the application for any Class T license, the applicant shall submit a security plan for the mayor's approval which shall generally take into consideration the matters set forth in section 3-49(b) below.

## **Section 2.**

These amendments shall take full effect upon passage by the City Council, except that, the fee provisions and 60-day application provision for T-3 licenses shall not operate if in conflict with agreements between a promoter and the City, previously negotiated after January 1,

2008 but before passage of these amendments. However, it shall be take full effect upon all T-3 license applicants after any such agreements expire.

PASSED by the City Council this      day of \_\_\_\_\_, 2008.

AYES:

NAYS:

ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_, 2008.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

# COPY

ORDINANCE NO. 2008-03-013

**AN ORDINANCE ESTABLISHING A PUBLIC ARTS COMMISSION  
AND PERMANENT PUBLIC ARTS PROGRAM**

WHEREAS, art, in all its many forms, is essential to the vitality of our city, bolstering quality of life, economic development, public safety, academic performance, and social tolerance; and

WHEREAS, many cities throughout the United States have adopted public arts programs recognizing the need for public support and contribution to the arts; and

WHEREAS, the Urbana City Council adopted Common Goals on September 19, 2005 which included:

- the establishment of a dedicated revenue stream for public art;
- the preservation and commemoration of local and multicultural traditions and histories;
- the integration of art into every feasible public works project--to promote functional and streetscape art;
- to create a program that represents our community in all its diversity--in terms of race, geography, gender, class, sexual orientation, belief-system, etc.;
- to develop a strong public collection of artworks representing diverse communities, artistic styles, and disciplines;
- to provide opportunities for local and national, established and emerging artists in Champaign County; and
- the establishment of a public arts commission; and



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WHEREAS, the Urbana Mayor appointed and the City Council approved the Urbana Public Arts Task Force to study and make recommendations on the creation of a public arts commission and program; and

WHEREAS, the Urbana Public Arts Task Force has recommended the creation of a public arts commission and program which would create a dedicated revenue stream for the arts, foster an environment for established and emerging artists to thrive in Urbana, promote life-long participation and learning in the arts, and integrate art into the urban environment; and

WHEREAS, the Urbana City Council wishes to establish a Public Arts Commission and a Public Arts Program.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

**Urbana Public Arts Program; establishment.**

The City Council hereby establishes the Urbana Public Arts Program as set forth herein.

**Definitions.**

As used in this ordinance:

The "Arts" and "Art" as used in this program description includes but is not limited to creative writing, dance, film/video, music, theatre, visual arts, crafts, performing arts, spoken word, environmental arts, multimedia arts, architectural arts, landscape architecture, and emerging media.

"Construction Cost" means original budgeted cost of construction or alteration of the structure or the project itself, excluding land, engineering and administrative costs, cost for fees and permits, fixtures, furnishings, streets, sewers, similar accessory construction, and indirect costs, such as interest during construction, advertising and legal fees.

"Construction or alteration" means construction, rehabilitation, renovation, remodeling or improvement.

"Municipal building" means all municipal buildings except service facilities not normally visited by the public.

"Municipal building project" means a construction project which involves the construction or alteration of a municipal building with an original budgeted construction cost of \$750,000 or more.

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## **Commission.**

The Urbana Public Arts Commission is hereby established.

## **Mission.**

The Urbana Public Arts Commission recognizes the arts as essential to the vitality of our city. The Commission fosters a dynamic, innovative Urbana, where all residents—emerging artists, established artists, and “non-artists” alike—may engage with the arts in its many forms and where artists thrive and are valued.

## **Composition, appointment.**

The Urbana Public Arts Commission shall consist of nine (9) members appointed by the Mayor, and approved by the Council, from constituencies representing various segments of the community which have experience, expertise, or interest in the areas of the arts, arts education, planning, neighborhood organizing, event planning, business, or another related field. Members shall be chosen from a diverse range of backgrounds, occupations, and artistic venues, with the intention of reflecting the full diversity of the Urbana arts community. In the making of appointments hereunder, the Mayor may receive recommendations from civic groups.

All members shall be voting members.

## **Quorum.**

Five (5) members shall constitute a quorum.

## **Terms of members; absence of member.**

(a) The initial terms shall be as follows. There shall be four (4) members whose terms expire June 30, 2009, and five (5) members whose terms expire June 30, 2010. Subsequent appointments shall be made for terms of three (3) years, or until their successors are appointed and approved by the City Council. Within sixty (60) days following the expiration of the term of each of those commissioners, a successor shall be appointed by the Mayor with the approval of the Council, and the successor shall serve for a term of three (3) years.

(b) If a commissioner resigns or is removed from the commission, a successor shall be appointed by the Mayor with approval of the City Council and shall serve for the unexpired period of the vacated term.

(c) These members of the commission may be removed by the Mayor for good cause with the approval of a majority of Council present and voting. Absence from all meetings in three (3) consecutive months may be considered to be prima facie good cause.

## **Meetings.**

(a) The Public Arts Commission shall meet at least quarterly, on call of the chairperson or of any five (5) members.

## **Chairperson.**

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The Mayor shall designate the chairperson of the commission.

**Functions and duties generally.**

The functions and duties of the Urbana Public Arts Commission are limited to those set forth in this ordinance, and as specifically set forth in any other duly enacted ordinance. Nothing in this ordinance shall be construed as vesting legislative or budgetary discretion or power in the Commission.

**Duties.**

The Urbana Public Arts Commission shall adopt its rules of procedure for whatever regular and special meetings are deemed by the Commission to be advisable and necessary to the fulfillment of the duties of the commission.

The roles and responsibilities of the Commission may include, but not be limited to, the following:

(1) To explore and recommend to the Mayor, City Council, City staff, and other groups, ways to further the development of, and interest in, the arts and the local cultural heritage, as well as to offer advice on relevant city projects;

(2) To propose to the Mayor and City Council an Annual Public Arts Program Plan that identifies specific program goals for the year, means of achievement, proposed expenditures, sources of supplemental revenue, schedule of execution, necessary resources and responsibilities, and an implementation plan to address the goals;

(3) To propose to the Mayor and City Council policies regarding the selection of proposed public arts projects such as the involvement of artists in selected building projects, criteria for artist and site selection, evaluation criteria for all programs, and other policies relevant to the Public Arts Program. Such policies should reflect the following three priorities:

- a) Community accessibility to the arts;
- b) Artist accessibility to resources; and
- c) Opportunities for collaboration and partnerships

(4) To review relevant proposals and assist in the process by which artists, arts organizations, neighborhood organizations, businesses, developers, merchant associations, charitable foundations, or any other member of the general public proposes and creates projects in the arts which are located in public places owned and maintained by the City of Urbana;

(5) To convene temporary selection committees to review and recommend proposals to Urbana's Public Arts Program for approval by the commission.

(6) To approve proposals that are not permanently placed on municipal property.

(7) To submit, for confirmation, proposals to the Mayor and City Council confirming the receipt, purchase, maintenance, dispossession, and de-accession of works of art to be permanently placed on municipal property.

(8) To oversee subject to provisions under the section on Administration, the receipt, purchase, maintenance, dispossession, and de-accession of works of art to be placed on municipal property;

(9) To research and seek additional funding including donations, grants and other support to further expand public arts programs;

(10) To encourage public participation in local artistic and cultural events and programs;

(11) To cooperate with other entities on matters regarding the arts;

(12) To offer educational programming to the public regarding the arts;

(13) To coordinate events and outreach related to the arts;

(14) To recommend updates to the public arts ordinance;

(15) To take such other actions as the Mayor and City Council may direct from time to time.

#### **Sub-committees, Selection Committees.**

The Public Arts Commission shall appoint sub-committees as deemed necessary. Sub-committees and selection committees shall serve in an advisory capacity to the Public Arts Commission.

#### **Compensation.**

No member of the Public Arts Commission, or any appointed sub-committee, shall receive compensation for his or her services. Members of the committees who are city employees shall receive only such compensation as is set forth as salary and benefits in the annual appropriation ordinance.

#### **Dedication.**

Every budget for the construction or alteration of a municipal building, which involves the construction or alteration of a municipal building with an original budgeted cost of construction of \$750,000, or more, to which there is or will be public access built for or by the City of Urbana, shall provide that at least one percent of the original budgeted cost of construction, shall be appropriated and deposited in the Public Arts Fund for the purchase, or commission, of art to be located in a public area in, upon, or adjacent to such building, provided; except that if it would be inappropriate to display art at that location, said one percent shall be used for the acquisition or commission of art to be located in a public area in, upon, or adjacent to or in close proximity to other municipal buildings. This provision, however, shall not apply to any building or project constructed with funds which exclude public art as an eligible cost. At the time of project approval, adequate additional funds for the maintenance, and

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preservation of the subject art shall be put aside into the Public Arts fund.

**Public Arts Fund.**

A Public Arts Fund is hereby created to serve as an account through which funds from the city, outside grant monies, private and corporate donations for the arts, and other revenue sources can be received, collected, and distributed.

**Administration.**

The Urbana Public Arts Commission shall have the authority to select works of art, remove works of art previously displayed based on a de-accession policy, promulgate criteria for selection of works of art and artists and maintenance, and take any other action necessary to carry out its purposes for projects as described in the section on Duties, in accordance with the annual budget and subject to all ordinances of the City of Urbana.

The Community Development Services Department, in coordination with the Public Arts Commission, shall administer the Public Arts Program and all Public Arts Program projects, including artwork(s) received as gifts to the City of Urbana. The Community Development Services Department shall be the contracting officer for commission or purchase all works of art after consultation with the Public Arts Commission.

This Ordinance shall be in full force and effect from and after its passage and approval according to law.

PASSED by the City Council this 21st day of April,  
2008.

AYES: Barnes, Bowersox, Chynoweth, Lewis, ~~Roberts~~, Smyth, Stevenson  
NAYS:  
ABSTAINS:

  
by Philip D. Clark Clerk  
by Philip D. Clark Clerk  
APPROVED by the Mayor this 30th day of April,  
2008.  
Laurel Lunt Prussing  
Laurel Lunt Prussing, Mayor