



**DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES**

*Economic Development Division*

**m e m o r a n d u m**

**TO:** Laurel Lunt Prussing, Mayor

**FROM:** Elizabeth H. Tyler, FAICP, Director, Community Development Services

**DATE:** January 6, 2011

**SUBJECT:** **An Ordinance Revising the Annual Budget Ordinance (Farmers Market electrical work - FY 2010-2011)**

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**Introduction and Background**

In the late 1990s, Urbana’s Market at the Square began receiving requests from farmers and other vendors to use City-provided electricity on Market Saturdays. The need for electricity was prompted by vendors diversifying their offerings to include eggs, frozen meats, and hot foods. The required electricity has been provided either from a fixed source or by portable generators.

To provide better service to Market patrons, the City began to furnish vendors with electricity from existing infrastructure at the Market site in Lot 10X of Lincoln Square’s parking lot in the late 1990s. Infrastructure being used for the Market includes one 10 amp electrical receptacle at the base of each of four lampposts (two along Vine Street and two along Illinois Street) for a total of 8 outlets. In addition to the lampposts, a power box located at the north end of the Market site provides a total of nine receptacles – six receptacles at 20 amps each, and three receptacles at 30 amps each.

Provision of this free service has been workable for several years. However, Urbana’s Market at the Square has experienced significant growth in the number of vendors applying for space at the Market the last three years, especially as the popularity of farmers markets nationwide and the interest in food and its origins has become more mainstream. Accompanying this increased interest in fresh and local food has been an uptick in the number of inquiries and applications from vendors requesting electricity to power freezers, refrigeration units, and other larger appliances. In the last few years, these requests have begun to exceed the Market’s ability to provide this electricity safely and adequately. Increased use also resulted in increased costs for the City, which prompted the need in 2010 to begin charging vendors \$5 per outlet per day for the use of City electricity.

Over the past two seasons, Market staff and Public Works staff have had several meetings to determine the electrical needs of the Market. Given the current layout of the Market, the majority of electricity users are located in Rows 4 and 5, as well as in the row along Illinois Street at the south end of the Market. In order to provide improved service, four additional power boxes, all with the same features as the existing box at the north end of the Market, are proposed to be placed in the following locations (shown on Exhibit B):

- Along Illinois Street, midway down the row
- At the southeast corner of the Market, behind the Lincoln Square sign, serving the Illinois Street row and Row 5
- At the northeast corner of the Market, serving Row 5
- In the median behind row 3 that would serve vendors in both rows 3 and 4

The existing power box at the north end of the Market would continue to be used by Market participants in that row.

## **Discussion**

Preliminary feasibility consulting was done in April and May of 2010 by Foth Infrastructure and Environment, LLC, and was paid for by the Market. Foth provided the City with two drawings that included material and installation specifications and details to install an underground conduit and conductor system, including foundations for the addition of four power boxes at the Market site. It is proposed that Champaign Signal and Lighting will do the conduit installation and will pull the wire, which will be furnished by the City. Public Works staff will dig the bore pits, furnish the wire, pour the foundations for the boxes, and install the boxes. The boxes will be purchased from EXCEL Ltd. Inc., the vendor who provided the existing power box. This work is proposed to be done over January, February, and March of 2011, weather permitting. It is estimated that the total cost of the project will not exceed **\$27,500**.

Adding additional electrical infrastructure throughout the Market site will provide several benefits:

- **Increase in the number of food producers and/or products, particularly value-added producers/products.** Value-added products – products that are made out of whole ingredients, such as cheese, certain baked goods, etc – are a rapidly-growing sector of farmers markets nationwide, and are products patrons ask for locally. It will be easier for the Market Director to recruit such producers knowing that the Market can provide the necessary electrical infrastructure.
- **Increased pedestrian safety.** The Market's current layout and electrical infrastructure forces nearly all vendor power cords to cross patron thoroughfares. While Market regulations require vendors to cover their cords, the covers do not always remain in place, and the cords can become a tripping hazard. More electrical stations within the Market will allow more vendors to run cords behind their booths instead of across pedestrian lanes, minimizing the tripping hazard.

- **Decreased maintenance.** Occasionally, vendor appliances draw too much power from the outlet they are plugged in to (this happens on extremely hot days, if the vendor's booth is located some distance from the outlet, or if the appliance simply uses too much electricity for the outlet). This causes blown fuses and other hardware problems, requiring maintenance and repair either on Saturday or during the week. Adding to the existing infrastructure would ensure more amps available for vendors at shorter distances from their appliances. An additional benefit would be the added assurance that vendors would not lose product due to insufficient cooling brought about by a blown fuse.
- **Reduction/elimination of generator noise.** Market patrons and vendors have complained about generator noise at the Market. While Market staff strives to keep these vendors on the perimeter of the Market, there is not always room on the perimeter for new vendors who wish to sell value-added products at the Market but require a generator for electricity. Additionally, some vendor generators are audible throughout the entire Market, especially in the westernmost two rows. More outlets available throughout the back two-thirds of the Market area would reduce, and possibly eliminate, generator noise and allow more vendors with value-added products to participate. It would also result in a reduction in patron complaints about the noise, and possibly in more patron visits to rows four and five of the Market.

## **Fiscal Impact**

A budget amendment is necessary for this work to be completed. The estimated cost for the project is **\$27,500**. After consultation with Public Works and Finance Department staff regarding the project, it was determined that the Market has a sufficient fund balance to fund the entire project. The Market currently carries a budget surplus of approximately \$73,000, which is earmarked for special projects, equipment replacement, and infrastructure costs.

## **Options**

1. Forward the ordinance to City Council with a recommendation for approval.
2. Do not forward the ordinance to City Council.

## **Recommendation**

Staff recommends that the City Council approve the attached ordinance.

Prepared by:

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Lisa Bralts, Economic Development Specialist  
Market at the Square Director

Attachments:

Exhibit A: Ordinance

Exhibit B: Map of Proposed Locations for Power Boxes

**Exhibit A**

**ORDINANCE 2010-**

**AN ORDINANCE REVISING THE ANNUAL BUDGET ORDINANCE**

**(FARMER'S MARKET ELECTRICAL WORK)**

WHEREAS, the Annual Budget Ordinance of and for the City of Urbana, Champaign County, Illinois, for the fiscal year beginning July 1, 2010, and ending June 30, 2011, (the "Annual Budget Ordinance") has been duly adopted according to sections 8-2-9.1 et seq. of the Illinois Municipal Code (the "Municipal Code") and Division 2, entitled "Budget", of Article VI, entitled "Finances and Purchases", of Chapter 2, entitled "Administration", of the Code of Ordinances, City of Urbana, Illinois (the "City Code"); and

WHEREAS, the City Council of the said City of Urbana finds it necessary to revise said Annual Budget Ordinance by deleting, adding to, changing or creating sub-classes within object classes and object classes themselves; and

WHEREAS, funds are available to effectuate the purpose of such revision; and

WHEREAS, such revision is not one that may be made by the Budget Director under the authority so delegated to the Budget Director pursuant to section 8-2-9.6 of the Municipal Code and section 2-133 of the City Code.

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

Section 1. That the Annual Budget be and the same is hereby revised to provide as follows:

FUND:	Economic Development Reserve Fund -	
	Farmer's Market	
ADD EXPENSE:	Electrical Improvements	\$27,500
REDUCE EXPENSE:	Promotional Costs	\$47,500

Section 2. This Ordinance shall be effective immediately upon passage and approval and shall not be published.

Section 3. This Ordinance is hereby passed by the affirmative vote of two-thirds of the members of the corporate authorities then holding office, the "ayes" and "nays" being called at a regular meeting of said Council.

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

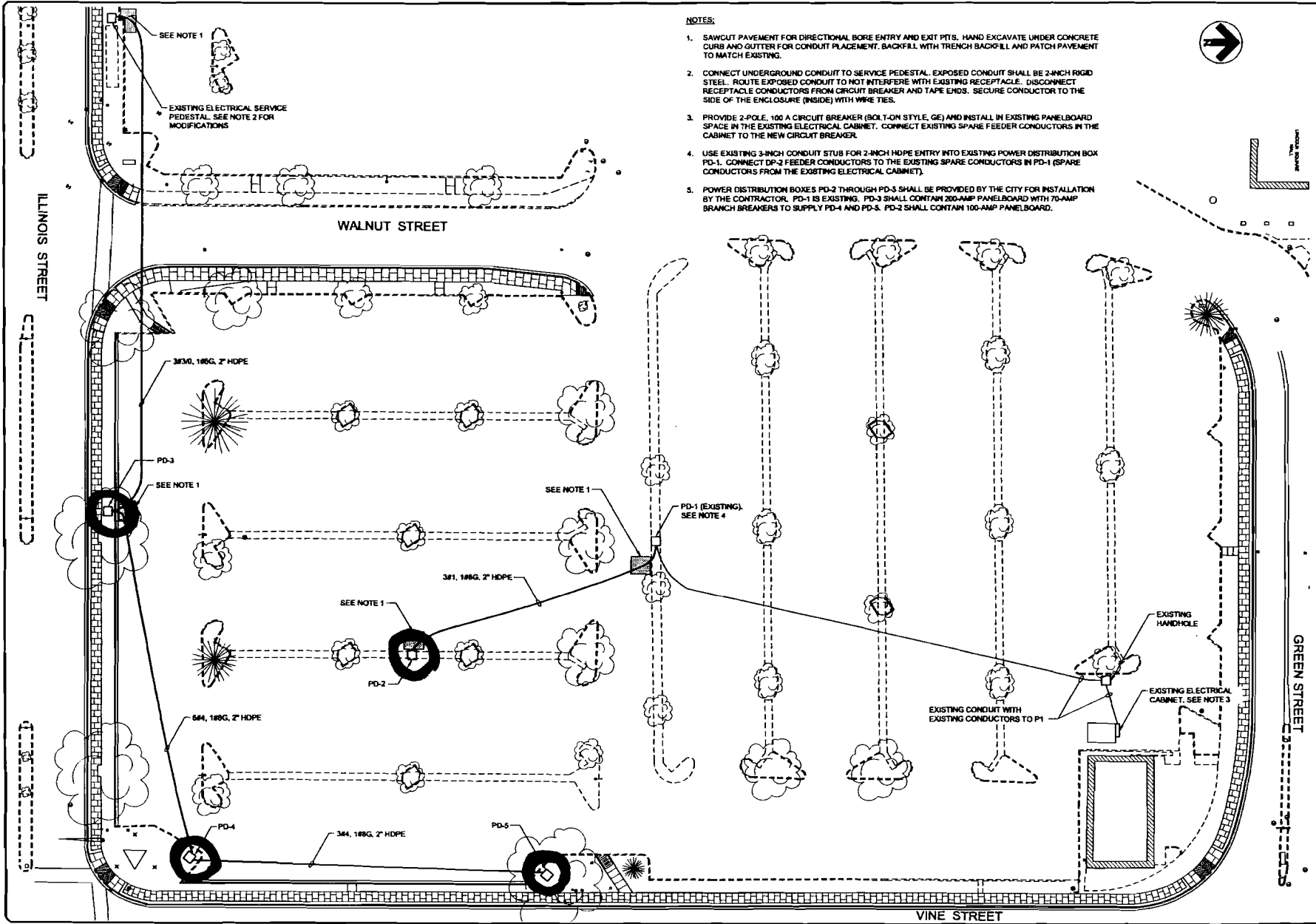
AYES:  
NAYS:  
ABSTAINED:

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

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

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

Exhibit B



- NOTES:**
1. SAWCUT PAVEMENT FOR DIRECTIONAL BORE ENTRY AND EXIT PITS. HAND EXCAVATE UNDER CONCRETE CURBS AND GUTTER FOR CONDUIT PLACEMENT. BACKFILL WITH TRENCH BACKFILL AND PATCH PAVEMENT TO MATCH EXISTING.
  2. CONNECT UNDERGROUND CONDUIT TO SERVICE PEDESTAL. EXPOSED CONDUIT SHALL BE 2-INCH RIGID STEEL. ROUTE EXPOSED CONDUIT TO NOT INTERFERE WITH EXISTING RECEPTACLE. DISCONNECT RECEPTACLE CONDUCTORS FROM CIRCUIT BREAKER AND TAPE ENDS. SECURE CONDUCTOR TO THE SIDE OF THE ENCLOSURE (INSIDE) WITH WIRE TIES.
  3. PROVIDE 2-POLE, 100 A CIRCUIT BREAKER (BOLT-ON STYLE, GE) AND INSTALL IN EXISTING PANELBOARD SPACE IN THE EXISTING ELECTRICAL CABINET. CONNECT EXISTING SPARE FEEDER CONDUCTORS IN THE CABINET TO THE NEW CIRCUIT BREAKER.
  4. USE EXISTING 3-INCH CONDUIT STUB FOR 2-INCH HDPE ENTRY INTO EXISTING POWER DISTRIBUTION BOX PD-1. CONNECT DP-2 FEEDER CONDUCTORS TO THE EXISTING SPARE CONDUCTORS IN PD-1 (SPARE CONDUCTORS FROM THE EXISTING ELECTRICAL CABINET).
  5. POWER DISTRIBUTION BOXES PD-2 THROUGH PD-5 SHALL BE PROVIDED BY THE CITY FOR INSTALLATION BY THE CONTRACTOR. PD-1 IS EXISTING. PD-3 SHALL CONTAIN 200-AMP PANELBOARD WITH 70-AMP BRANCH BREAKERS TO SUPPLY PD-4 AND PD-5. PD-2 SHALL CONTAIN 100-AMP PANELBOARD.



**Foth**  
 Footh Infrastructure & Environment, LLC  
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 Chicago, IL 60610  
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 Project Registration Number: 01-000001

RELEASE OF DOCUMENTS  
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URBANA MARKET AT THE SQUARE  
 POWER DISTRIBUTION ADDITION

CITY OF URBANA  
 CHAMPAIGN COUNTY

NO.	BY	DATE	DESCRIPTION
1			
2			
3			
4			

RECORD DRAWING OF COMPLETED CONSTRUCTION BY  
 CONSULTANTS OF COMPLETED CONSTRUCTION  
 APPROVED TO CONTRACTOR FOR CONSTRUCTION BY

Date of Preparation:	08-12-2010
SURVEYED:	BY DATE
DRAWN:	TWJ AHE 2010
CHECKED:	DWR AHE 2010
CHECKED:	

ELECTRICAL PLAN

PROJECT ID: 100410

E1.01  
 SHEET 1 OF 2