

## MEMORANDUM

TO: Park Advisory Commission

FROM: Colin Smith, Parks & Recreation Services Manager

DATE: May 21, 2013

SUBJECT: Resolution to recommend appropriating \$8,280.00 from the Market Fund fund balance for improvements performed at the Farmers Market.

Attached for your review is a resolution to recommend appropriating \$8,280.00 from the Market Fund fund balance for upcoming improvements to be performed at the Farmers Market.

The "sand" lot, off of 4<sup>th</sup> Street, is used by vendors during peak market season. It has significantly deteriorated due to use and preexisting poor surface construction. The lot generates a significant amount of dust, loose rocks, and potholes that become filled with rain water and pose a safety hazard to customers and vendors walking in the lot.

The resurfacing project will cost \$8,280.00 and will improve the lot by providing a more level, smooth, and sealed surface for vendor use and customer foot traffic. The work includes saw cutting and stripping the asphalt, grading the existing aggregate, and adding 3 inches of asphalt mix. The improvements reflect the discussions of the Public Market Advisory Commission in 2012 and 2013 to identify short-term (1-5 year) solutions for the lot as long-term improvements for the market are created.

The work is being performed in the coming week so that improvements are made prior to the busy summer months at the Market. The work will initially be funded from the Parks Maintenance and Capital Improvement Millage. This resolution, if approved, would allow for the Parks Maintenance and Capital improvements Millage to be reimbursed by the appropriated funds from the Market Fund fund balance. The purpose of the Market Fund fund balance is to enhance experience and infrastructure to benefit both vendors and shoppers.

Funding is available in the Market Fund fund balance. The total Market Fund fund balance as of February 28, 2013 was \$684,145.00. The Market Commission passed a resolution at their April 18, 2013 meeting supporting the use of market funds from the Market Fund fund balance in the amount of \$8,280.00 for the purpose of resurfacing the gravel lot.

Prepared by: Sarah DeWitt, Farmers Market Manager  
Jeff Straw, Deputy Manager of Parks and Recreation Services

Reviewed by: Colin Smith, Manager of Parks and Recreation Services

RESOLUTION TO RECOMMEND APPROPRIATING \$8,280.00 FROM THE MARKET

FUND FUND BALANCE FOR IMPROVEMENTS PERFORMED AT THE FARMERS  
MARKET

Whereas, the gravel lot is utilized by market vendors and customers on a consistent basis and through use became uneven and a source of dust and loose rocks in the market;

Whereas, the Public Market Advisory Commission has previously discussed the resurfacing of the gravel lot as a high priority item for the market in 2013 due to the current safety and aesthetic concerns of the lot for customers and vendors;

Whereas, the Market Commission supports appropriating market funds from the Market Fund fund balance in the amount of \$8,280.00 for the purpose of reimbursing the Parks Maintenance and Capital Improvements Millage;

RESOLVED, That the Park Advisory Commission recommends appropriating funds in the amount of \$8,280.00 from the Market Fund fund balance.