

MEMORANDUM

TO: Mayor and Council

FROM: Derek Delacourt, Community Services Area Administrator

DATE: XXXX

SUBJECT: Farmers Market Operating Rules – Proposed Change to section 5. STALLS

The current Market Operating Rules were adopted by City Council in July of 2007. Staff periodically review and update the rules, and are proposing modifications that will give more flexibility when assigning stalls. The Public Market Advisory Commission has reviewed the proposed changes at their July 18th meeting and passed a resolution of support (attached).

Currently, section 5. STALLS define stalls in the following way:

5. Stalls

A stall is a single numbered or lettered vending space in the Market, as designated by the Market Manager.

A. A Producer with Annual Vendor status may be assigned a maximum of three stalls annually.

B. An Artisan with Annual Vendor status may be assigned a maximum of one stall annually.

C. Annual Vendors who have more than the maximum number of stalls at the time of the adoption of these Market Rules shall continue to be assigned their existing number of stalls until such an Annual Vendor is assigned a lesser number of stalls for any reason provided by these Market Rules.

D. The total number of stalls available for use by Artisans with Annual Vendor status shall be 12 and the total number of stalls available for use by Producers with Annual Vendor status shall be 132.

E. Daily Mobile Food Vendors may only use designated stalls as assigned by the Market Manager.

F. In the event that all numbered stalls are filled on a given Market day, the Market Manager may create additional temporary lettered stalls on the Market extensions, as he/she deems appropriate.

As the market fluctuates, staff feels that it would be helpful to have ~~some~~ flexibility in this makeup, and to be able to adapt to changes in vendor composition. For example, currently the limit of 12 annual stalls for artisans has resulted in a large discrepancy in the wait time between artisans and producers on the daily list to become annual vendors.

To give the market more ability to respond to changes in vendor makeup, staff proposes the following rule change (in red):

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B. An Artisan with Annual Vendor status may be assigned a maximum of one stall annually.

C. Annual Vendors who have more than the maximum number of stalls at the time of the adoption of these Market Rules shall continue to be assigned their existing number of stalls until such an Annual Vendor is assigned a lesser number of stalls for any reason provided by these Market Rules.

D. The total number of stalls available for use by Artisans with Annual Vendor status shall be 12 and the total number of stalls available for use by Producers with Annual Vendor status shall be 132.

E. Daily Mobile Food Vendors may only use designated stalls as assigned by the Market Manager.

F. In the event that all numbered stalls are filled on a given Market day, the Market Manager may create additional temporary lettered stalls on the Market extensions, as he/she deems appropriate.

G. The Market Manager may make exceptions to the stall rules in 5.A. through 5.F. above in order to facilitate the efficient operation of the market, after receiving a resolution of support of the exception by the Public Market Advisory Commission, and approval of the exception by the Community Services Administrator.

These proposed rule change has been shared with and supported by the Public Market Advisory Commission.

Per Chapter 31 of the City Code, the Community Services Administrator may promulgate Market Operating Rules relating to the operation and management of the Market. The operating rules shall take effect 30 days after they are filed with the City Clerk, unless City Council acts by resolution to change the operating rules. The updated rules for the Public Market were filed with the City Clerk on [REDACTED], and have been reviewed by the City Attorney's Office.

Prepared by: Stephanie Willette, Farmer's Market Manager
Reviewed by: Josh Landefeld, Deputy Manager of Parks and Recreation Services
Colin Smith, Manager of Parks and Recreation Services
Derek Delacourt, Community Services Area Administrator
Approved by: Howard Lazarus, City Administrator