

MEMORANDUM

TO: Public Market Advisory Commission
FROM: Carrie DeWitt, Assistant Market Manager
DATE: February 17, 2015
SUBJECT: Wednesday Evening Market Operating Rule Proposed Updates

The following Wednesday Evening Market Operating Rule changes are proposed to support the continued growth of a committed vendor base, create vibrant events that engage the community in local food at the market, allow mobile food vendors more opportunities to sell their products and to further align operating rules with current staff procedures.

Vendor definitions (Section II.1) and vendor application processes (Section III.1) have been updated to accommodate the addition of Food Truck Events to the Wednesday Evening Market. These events gained a considerable customer following and increased patronage for the market during the 2014 season and will be expanded for the 2015 market season.

Stall fee payment changes have been proposed (Section III.2) in order to solidify vendor commitment and attendance consistency. Per the proposed changes approved vendors will be required to pay for and attend ten market days each season, which constitutes half of the season's scheduled market days. These fees will be due prior to the first market day the vendor attends or within two weeks of their acceptance to the market, whichever date occurs first.

The Inspection of Vendors (Section III.3) has been updated to reflect the Public Market Operating Rules.

A track-changed version of the proposed changes for the Wednesday Evening Market Operating Rules has been provided for your reference.

Prepared by: Carrie DeWitt, Assistant Market Manager
Sarah DeWitt, Farmers Market Manager
Reviewed by: Colin Smith, Manager of Parks and Recreation Services