



STAFF REPORT

DATE: March 21, 2017
REGULAR
ITEM #: 24

AGENDA ITEM: Lake Elmo Farmers' Market
SUBMITTED BY: Kristina Handt, City Administrator

BACKGROUND:

The Lake Elmo Farmers Market began operation in 2015. A review of the minutes did not identify any motion approved directing the structure of the market or its relationship to the city. However, Council Member Lundgren did provide regular updates on the market during her council reports.

At the work session, staff requested some clarity about the relationship of the Lake Elmo Farmers' Market and the city. This was precipitated by a request from a business owner to host the market on his property. Two council members requested this issue be brought forward at a council meeting for further discussion.

ISSUE BEFORE COUNCIL:

Should any changes be made to the Lake Elmo Farmer's Market?

PROPOSAL:

Three options were suggested at the work session to bring forward to Council: (1) leaving the farmers market as is, (2) moving it, and (3) withdrawing city affiliation.

Since the work session, the business owner has withdrawn his offer to host the market. Therefore, there are two options for council consideration: leaving it as is (2016 location was Lake Elmo Elementary School) or withdrawing city affiliation.

In 2016, the City provided liability coverage for the market. The farmer's market was listed as an additional insured on the city's policy at no extra cost. However, if there was a claim in the future the city could incur some costs as the city's deductible for liability coverage is currently at \$200,000. Also in 2016, since the Farmers Market began charging vendors, the funds were run through the city's petty cash account.

If the city council decides to remain affiliated with the market and operate in their current location, staff would recommend the city receive copies of all of the vendors' insurance coverage, contact information and require the Farmer's Market "committee" to deliver an annual report/presentation to the Council each November. In addition, vendors should understand that if the market maintains the city affiliation, they must comply with city policies, ordinances and data practices regulations applicable to public entities.

FISCAL IMPACT:

Staff time involved in the cash handling (accepting the cash and paying out cash for supplies, etc.)

OPTIONS:

- 1) Continue City affiliation with the Lake Elmo Farmers' Market but require items listed above
- 2) Discontinue City affiliation with the Lake Elmo Farmer's Market

ATTACHMENT:

None