



**ACTION SHEET**  
**ITEM FROM FINANCE COMMITTEE MEETING OF 04/04/16**  
**FOR CITY COUNCIL MEETING OF 04/13/16**

**ISSUE:**

27. Request for Approval of a Resolution Authorizing Staff to Collaborate with the Santa Fe Farmers' Market to Stage a Plaza Farmers' Market one Sunday a Month During June, July, August, and September 2016; Collaborate on a Southside Farmers' Market; and Provide Complimentary Parking During the Week. (Mayor Gonzales and Councilors Dominguez, Trujillo and Rivera) (Richard Thompson)

**Committee Review:**

City Business Quality of Life Committee (approved w/amend)	03/09/16
Public Works Committee (approved)	03/28/16
City Council (scheduled)	04/13/16

Fiscal Impact – Yes - Annual loss of parking lot revenue is projected to be \$28,800 annually at current parking rates for one week day (Tuesday) free parking from 8:00 AM to 1:30 PM during the week day Farmers market.

**FINANCE COMMITTEE ACTION:**

Approved as discussion item.

**FUNDING SOURCE:**

**SPECIAL CONDITIONS OR AMENDMENTS**

**STAFF FOLLOW-UP:**

Approved with direction to staff.

<b>VOTE</b>	<b>FOR</b>	<b>AGAINST</b>	<b>ABSTAIN</b>
COUNCILOR VILLAREAL	X		
COUNCILOR IVES	X		
COUNCILOR LINDELL	Excused		
COUNCILOR HARRIS	X		
CHAIRPERSON DOMINGUEZ			

**ACTION SHEET  
ITEM FROM THE  
PUBLIC WORKS/CIP AND LAND USE COMMITTEE MEETING  
OF  
MONDAY, MARCH 28, 2016**

**ITEM 23**

REQUEST FOR APPROVAL OF A RESOLUTION AUTHORIZING STAFF TO COLLABORATE WITH THE SANTA FE FARMERS MARKET TO STAGE A PLAZA FARMERS MARKET ONE SUNDAY A MONTH DURING JUNE, JULY, AUGUST, AND SEPTEMBER 2016; COLLABORATE ON A SOUTHSIDE FARMERS MARKET AND PROVIDE COMPLIMENTARY PARKING DURING THE WEEK (**MAYOR GONZALES, COUNCILORS DOMINGUEZ, TRUJILLO, RIVERA, AND IVES**) (**RICHARD THOMPSON**)

**PUBLIC WORKS COMMITTEE ACTION:** *Approved on Consent*

**FUNDING SOURCE:**

**SPECIAL CONDITIONS / AMENDMENTS / STAFF FOLLOW UP:**

VOTE	FOR	AGAINST	ABSTAIN
CHAIRPERSON IVES			
COUNCILOR MAESTAS	X		
COUNCILOR RIVERA	X		
COUNCILOR TRUJILLO	X		
COUNCILOR VILLARREAL	X		

Justification for expected revenue loss from providing complimentary parking at the Farmers' Market every Tuesday from 8:00am to 1:30pm:

- SITE Santa Fe and W21 Parking Spaces 127
- Average occupancy 42%
- Average number of spaces used at any one time 53
- Hours of free parking 5.5
- Average fee per parking space \$1.90
- Approximate number of Tuesdays each year 52

$$53 \text{ spaces} \times \$1.90 = \$100.7$$

$$\$101.35 \times 5.5 \text{ hours} = \$553.85$$

$$\$553.85 \times 52 \text{ Tuesdays in FY16/17} = \$28,800.20$$

Total estimated loss of revenue for providing complimentary parking = \$28,800.20

# City of Santa Fe, New Mexico

## LEGISLATIVE SUMMARY

Resolution No. 2016-\_\_\_\_

Plaza Farmers Market 2016

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**SPONSOR(S):** Mayor Gonzales, Councilors Dominguez, Trujillo, Rivera, Ives and Villarreal

**SUMMARY:** The proposed resolution authorizes staff to collaborate with the Santa Fe Farmers Market to stage a Plaza Farmers Market one Sunday a month during June, July, August, and September 2016. Additionally, to collaborate on a Southside Farmers Market; and provide complimentary parking during the week.

**PREPARED BY:** Rebecca Seligman, Legislative Liaison Assistant

**FISCAL IMPACT:** Yes

**DATE:** March 9, 2016

**ATTACHMENTS:** Resolution  
Amendment – Ives  
Amendment – Gonzales  
Amendment – Villarreal  
Amended FIR

**CITY OF SANTA FE, NEW MEXICO**  
**PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2016-\_\_\_**  
**Plaza Farmers Market 2016**

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**Mayor and Members of the City Council:**

**I propose the following amendment(s) to Resolution No. 2016-\_\_\_:**

1. On page 1, line 13, after "2016", *insert* "AND EACH SUBSEQUENT YEAR"
1. On page 3, line 2, after "2016", *insert* "and each subsequent year"
2. On page 3, line 15, after "2016", *insert* "and each subsequent year"

Respectfully submitted,

\_\_\_\_\_  
Councilor Peter Ives

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

**CITY OF SANTA FE, NEW MEXICO**  
**PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2016-\_\_**  
**Plaza Farmers Market 2016**

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**Mayor and Members of the City Council:**

**I propose the following amendment(s) to Resolution No. 2016-\_\_:**

1. On page 3, line 11, *delete* "10 am" and *insert* 1:30 pm

Respectfully submitted,

\_\_\_\_\_  
Mayor Javier Gonzales

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

**CITY OF SANTA FE, NEW MEXICO**  
**PROPOSED AMENDMENT(S) TO RESOLUTION NO. 2016-\_\_\_\_**  
**Plaza Farmers' Market 2016**

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**Mayor and Members of the City Council:**

**I propose the following amendment(s) to Resolution No. 2016-\_\_\_\_:**

1. On page 1, line 12, *delete* "TO STAGE" and *insert* in lieu thereof "TO HOST"
2. On page 2, line 6, after "bounty" *insert* "and value added products"
3. On page 2, after line 7, *insert* the following new paragraph:  
    "WHEREAS, the Farmers' Market promotes the development of local agriculture, supports the livelihoods of local farmers and traditions, preserves and protects our local and regional economy, while promoting general food security; and"
4. On page 2, line 23, *delete* "to stage" and *insert* in lieu thereof "to host"
5. On page 3, line 1, *delete* "to stage" and *insert* in lieu thereof "to host"
6. On page 3, line 10, *delete* "complementary" and *insert* in lieu thereof "complimentary"

Respectfully submitted,

\_\_\_\_\_  
Renee D. Villarreal, Councilor

ADOPTED: \_\_\_\_\_

NOT ADOPTED: \_\_\_\_\_

DATE: \_\_\_\_\_

\_\_\_\_\_  
Yolanda Y. Vigil, City Clerk

1 **CITY OF SANTA FE, NEW MEXICO**

2 **RESOLUTION NO. 2016-\_\_**

3 **INTRODUCED BY:**

4  
5 Mayor Javier M. Gonzales                      Councilor Carmichael A. Dominguez  
6 Councilor Ronald S. Trujillo                      Councilor Christopher M. Rivera  
7 Councilor Peter N. Ives                      Councilor Renee D. Villarreal

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9  
10 **A RESOLUTION**

11 **AUTHORIZING STAFF TO COLLABORATE WITH THE SANTA FE FARMERS'**  
12 **MARKET TO STAGE A PLAZA FARMERS' MARKET ONE SUNDAY A MONTH**  
13 **DURING JUNE, JULY, AUGUST, AND SEPTEMBER 2016; COLLABORATE ON A**  
14 **SOUTHSIDE FARMERS' MARKET; AND PROVIDE COMPLIMENTARY PARKING**  
15 **DURING THE WEEK.**

16  
17 **WHEREAS**, the Santa Fe Farmers' Market (Market) began in 1968 as a small group of  
18 local farmer's selling their locally grown products in partnership with the League of Women  
19 Voters; and

20 **WHEREAS**, the Market now represents 130 active ranchers, bakers, dairies, beekeepers,  
21 and food artisans representing all 15 northern counties of New Mexico, providing fresh, local  
22 products to residents and visitors alike; and

23 **WHEREAS**, The Market is the largest such market in New Mexico, and one of the most  
24 widely recognized markets in the United States; and

25 **WHEREAS**, the Market began operation in the Railyard District in 1999, and moved

1 into the LEED certified Pavilion in 2008, providing space for a year-round Market and additional  
2 events; and

3       **WHEREAS**, more than 5000 visitors and locals will shop at the Market on any given  
4 Saturday during the summer months; and

5       **WHEREAS**, it is the desire of the Market to showcase northern New Mexico's  
6 agricultural bounty during the high season of agricultural production with a select number of  
7 vendors displaying their products on the Plaza; and

8       **WHEREAS**, the Plaza Farmer's Market was well-received by the Santa Fe community,  
9 offering citizens and visitors the opportunity to purchase produce, baked goods, and crafts, and  
10 experience the agricultural heritage of northern New Mexico; and

11       **WHEREAS**, the Governing Body passed Resolution 2014-49 which declared its desire  
12 to bring people to the Santa Fe Plaza, and provide increased economic development  
13 opportunities; and

14       **WHEREAS**, Section 23-5.2 permits eight (8) events per year for major commercial  
15 events on the Plaza, of which the Farmers Market is not one; and

16       **WHEREAS**, a major commercial event means any commercial use for which the entire  
17 plaza is used; and

18       **WHEREAS**, Section 23-5.2(G) SFCC 1987 allows the Governing Body, by resolution,  
19 to authorize a committee or city staff to receive, review and approve or deny requests for any  
20 function of a commercial use on the Plaza or Plaza Park; and

21       **WHEREAS**, as part of the People to the Plaza initiative, the City of Santa Fe's  
22 Governing Body passed Resolution No. 2015-62, authorizing staff to collaborate with the Santa  
23 Fe Farmers Market to stage a Plaza Farmers Market on Sunday, September 27, 2015.

24       **NOW THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE**  
25 **CITY OF SANTA FE** hereby directs the City Manager to collaborate with the Santa Fe Farmers

1 Market to stage a Plaza Farmers Markets on the Plaza one Sunday a month during the months of  
2 June, July, August and September, 2016.

3 **BE IT FURTHER RESOLVED** that the Farmers Market shall work with the Parks and  
4 Recreation Department to determine the requirements for hosting the Plaza Farmers Market.

5 **BE IT FURTHER RESOLVED** that the City, in order to connect southside citizens  
6 with local nutritious produce, shall collaborate with the Southside Farmers Market staff of the  
7 Santa Fe Farmers Market to find ways to support the Southside market in 2016 and 2017,  
8 including determining possible locations for the market.

9 **BE IT FURTHER RESOLVED** that in order to drive economic development during the  
10 weekday Farmers Market, the City shall provide complementary parking to market customers and  
11 vendors from 8a.m. to 10a.m. on Tuesdays in the Warehouse 21 and SITE Santa Fe lots.

12 **BE IT FURTHER RESOLVED** that the Farmers Market is hereby requested to engage  
13 in dialogue with the Santa Fe Downtown Merchants Association, and other relevant parties, to  
14 ensure all parties are aware of the intention to hold a Plaza Farmers Market one Sunday a month  
15 during the months of June, July August and September, 2016.

16 PASSED, APPROVED AND ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2016.

17  
18 \_\_\_\_\_  
19 JAVIER M. GONZALES, MAYOR

20  
21 ATTEST:

22  
23 \_\_\_\_\_  
24 YOLANDA Y. VIGIL, CITY CLERK  
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APPROVED AS TO FORM:



KELLEY A. BRENNAN, CITY ATTORNEY

**City of Santa Fe  
Fiscal Impact Report (FIR)**

This Fiscal Impact Report (FIR) shall be completed for each proposed bill or resolution as to its direct impact upon the City's operating budget and is intended for use by any of the standing committees of and the Governing Body of the City of Santa Fe. Bills or resolutions with no fiscal impact still require a completed FIR. Bills or resolutions with a fiscal impact must be reviewed by the Finance Committee. Bills or resolutions without a fiscal impact generally do not require review by the Finance Committee unless the subject of the bill or resolution is financial in nature.

**Section A. General Information**

(Check) Bill: \_\_\_\_\_ Resolution:  X

(A single FIR may be used for related bills and/or resolutions)

Short Title(s):  A RESOLUTION AUTHORIZING STAFF TO COLLABORATE WITH THE SANTA FE FARMERS MARKET TO STAGE A PLAZA FARMERS MARKET ONE SUNDAY A MONTH DURING JUNE, JULY, AUGUST, AND SEPTEMBER 2016; COLLABORATE ON A SOUTHSIDE FARMERS MARKET; AND PROVIDE COMPLIMENTARY PARKING DURING THE WEEK.

Sponsor(s):  Mayor Gonzales, Councilors Dominguez, Trujillo, Rivera, Ives and Villarreal

Reviewing Department(s):  Public Works Department, Parking Division

Persons Completing FIR:  Noel P. Correia  Date:  3/1/16  Phone:  x955-6611

Reviewed by City Attorney:  Kelly A. Brennan  Date:  3/11/16   
(Signature)

Reviewed by Finance Director:  [Signature]  Date:  3-14-2016   
(Signature)

**Section B. Summary**

Briefly explain the purpose and major provisions of the bill/resolution:

This resolution would permit the Santa Fe Farmer's Market to collaborate with City staff and host four Farmer's Market events on the Plaza one Sunday a month in June, July, August and September of 2016. The resolution also calls for collaboration in developing a Southside Farmer's Market, and provides complimentary parking at the SITE Santa Fe and W21 parking lots from 8:00AM-1:30PM during the weekday for the Farmer's Market.

**Section C. Fiscal Impact**

**Note:** Financial information on this FIR does not directly translate into a City of Santa Fe budget increase. For a budget increase, the following are required:

- The item must be on the agenda at the Finance Committee and City Council as a "Request for Approval of a City of Santa Fe Budget Increase" with a definitive funding source (could be same item and same time as bill/resolution)
- Detailed budget information must be attached as to fund, business units, and line item, amounts, and explanations (similar to annual requests for budget)
- Detailed personnel forms must be attached as to range, salary, and benefit allocation and signed by Human Resource Department for each new position(s) requested (prorated for period to be employed by fiscal year)\*

**1. Projected Expenditures:**

- Indicate Fiscal Year(s) affected – usually current fiscal year and following fiscal year (i.e., FY 03/04 and FY 04/05)
- Indicate: "A" if current budget and level of staffing will absorb the costs  
"N" if new, additional, or increased budget or staffing will be required
- Indicate: "R" – if recurring annual costs  
"NR" if one-time, non-recurring costs, such as start-up, contract or equipment costs
- Attach additional projection schedules if two years does not adequately project revenue and cost patterns
- Costs may be netted or shown as an offset if some cost savings are projected (explain in Section 3 Narrative)

Finance Director: \_\_\_\_\_

\_\_\_\_\_ Check here if no fiscal impact

Column #:	1	2	3	4	5	6	7	8
	Expenditure Classification	FY 15/16	"A" Costs Absorbed or "N" New Budget Required	"R" Costs Recurring or "NR" Non-recurring	FY 16/17	"A" Costs Absorbed or "N" New Budget Required	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

Personnel*	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Fringe**	\$ _____	_____	R _____	\$ _____	_____	_____	_____	
Capital Outlay	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Land/ Building	\$ _____	_____	_____	\$ _____	_____	_____	_____	
Professional Services	\$ _____	_____	_____	\$ _____	_____	_____	_____	
All Other Operating Costs	\$8,400.00 [Lost Revenue from April 1 – June 30, 2016]	N	R	\$28,800.00 [Lost Revenue for FY 16/17]	_____	_____	_____	05150.51150.450610
Total:	\$8,400.00 [Lost Revenue from April 1 – June 30, 2016]			\$28,800.00 [Lost Revenue for FY 16/17]				05150.51150.450610

\* Any indication that additional staffing would be required must be reviewed and approved in advance by the City Manager by attached memo before release of FIR to committees. \*\*For fringe benefits contact the Finance Dept.

**2. Revenue Sources: N/A**

- a. To indicate new revenues and/or
- b. Required for costs for which new expenditure budget is proposed above in item 1.

Column #:	1	2	3	4	5	6
	Type of Revenue	FY _____	"R" Costs Recurring or "NR" Non-recurring	FY _____	"R" Costs – Recurring or "NR" Non-recurring	Fund Affected

_____	\$ _____	_____	\$ _____	_____	_____	
_____	\$ _____	_____	\$ _____	_____	_____	
Total:	\$ _____		\$ _____			

**3. Expenditure/Revenue Narrative:**

Explain revenue source(s). Include revenue calculations, grant(s) available, anticipated date of receipt of revenues/grants, etc. Explain expenditures, grant match(s), justify personnel increase(s), detail capital and operating uses, etc. (Attach supplemental page, if necessary.)

**Annual loss of parking lot revenue is projected to be \$28,800 annually at current parking rates for one week day (Tuesday) free parking from 8:00 AM to 1:30 PM during the week day Farmers market.**

=====  
**Section D.      General Narrative**

**1. Conflicts:** Does this proposed bill/resolution duplicate/conflict with/companion to/relate to any City code, approved ordinance or resolution, other adopted policies or proposed legislation? Include details of city adopted laws/ordinance/resolutions and dates. Summarize the relationships, conflicts or overlaps.

**None identified.**

**2. Consequences of Not Enacting This Bill/Resolution:**

Are there consequences of not enacting this bill/resolution? If so, describe.

**City sponsored Farmer’s Market events may be looked upon by citizens as not being supported by the City.**

**3. Technical Issues:**

Are there incorrect citations of law, drafting errors or other problems? Are there any amendments that should be considered? Are there any other alternatives which should be considered? If so, describe.

**None identified.**

**4. Community Impact:**

Briefly describe the major positive or negative effects the Bill/Resolution might have on the community including, but not limited to, businesses, neighborhoods, families, children and youth, social service providers and other institutions such as schools, churches, etc.

**Positive impact is that citizens and visitors are encouraged to support the local farmers by shopping at the Farmers’ Market and also by purchasing fresh, locally grown, mostly organic vegetables and fruit. This resolution coincides with the People to the Plaza initiative to bring the community together in the downtown area.**