



## ***2012 MARKET MANAGERS MEETING NOTES***

Monday, February 27<sup>th</sup>, 2012, 10am to Noon

City Hall, Room 333

### **I. Welcome/Introductions**

**Tim Jenkins**

**Tim Jenkins** opened the meeting and **Curt Fernandez and Dan Huff** welcomed the meeting participants and thanked them for their suggestions and contributions in updating the City Ordinances and processes regulating farmers markets.

### **II. Summary of Ordinances Changes**

**Katie Lampi/Mohamed Yusuf**

Katie & Mohamed highlighted the main changes/amendments to the Public Market Ordinance:

- Farmers Markets: 60% of vendors must be agricultural producers; 25% max of nonfood vendors
- Mini Markets: Still 5 vendors limit but can have max of 1 home processor and 1 food distributor
- Craft & Produce Markets: an indoor or outdoor market with minimum of 30% food vendors
- Market manager duties: MUST provide hand washing and restroom facilities for vendors; ensure all vendors are licensed/registered with the City prior to selling at the market; forward list of all market food vendors to the City; ensure all vendors sampling food have hand washing equipment in their booth/food-stand; keep on file forms and records of Exempt vendors and only forwarding to the City new forms from Home Processors, Meat Processors and Pickle Bill vendors.

QUESTIONS/COMMENTS:

- Market managers requested to get an updated list of City approved/licensed vendors.

FOLLOW UP:

- City will email list of licensed/registered market vendors to managers within the first weeks of April.
- Contact Mohamed (612-673-2612) for market related questions and requirements and Katie (612-673-2895) for all vendor related questions and list of approved vendors

### **III. Licensing Fees, Renewals, and Other Requirements**

**Leanne Selander**

- Highlighted changes to Public Market application forms, what's new on the applications, how to fill out the forms, and what items/check-boxes to select based on the market type. Market Manufacturer and Market Distributor Applications are now separate
- Provided renewal application forms to managers present and will mail to those not present
- Explained the new/updated fees for Licensing, Health, Zoning and Renewal applications



**QUESTIONS/COMMENTS:**

- Market managers requested to get a simplified summary of the initial, one-time licensing, health and zoning fees as well as the annual renewal fees for markets and vendors.

**FOLLOW UP:**

- City will create/email to market managers a fact sheet listing these fees **(attached here)**.

**IV. Indoor Market Events and Zoning Requirements**

**Robb Clarksen**

- Farmers and Mini Markets can have up to 6 indoor events/year and the event locations and dates including backup locations must be stated on the license/renewal application forms
- Market managers **MUST** inform the City anytime the market/indoor venue or dates change
- Discussed the difficulty/complexity involved in determining zoning requirements for mixed (commercial/residential) zoned location and requested more discussion on the issue of moving market activities from outdoors to indoors during emergency.

**FOLLOW UP:**

- City staff will meet to discuss how to handle indoor events and whether to allow market events to be moved to a designated and pre-approved indoor location during adverse weather

**V. General Discussion and Suggestions for the 2012 Market Season**

**All**

- Gayle Prest (City’s Sustainability Office, add title, and contact) encouraged the market managers to contact her office if they need their market info (location, dates, website, phone, etc.) listed on the City’s website listing all Minneapolis Farmers Markets. She also explained the environmentally-friendly option of organic waste disposal available previously used by the Mill City market.
- Tim Jenkins (Environmental Health and Food Safety) and June Mathiowetz (Homegrown Minneapolis Coordinator) briefly updated the participants about Minneapolis Homegrown Initiative and encouraged everyone to get involved in Homegrown and Aly Pennucci (Zoning Department) gave an update on the Urban Agriculture text amendments.

**CONTACT INFORMATION:**

Tim Jenkins (Health):	612-673-3694	Gayle Prest (Sustainability):	612-673-2931
Katie Lampi (Health):	612-673-2895	June Mathiowetz(Homegrown)	612-673-2027
Mohamed Yusuf (Health):	612-673-2612	Robb Clarksen (Zoning):	612-673- 5877
Leanne Selander (Licensing):	612-673-3910	Aly Pennucci (Zoning):	612-673-5342



## 2012 Public Market Related Fees\* Fact Sheet

<b>Annual License Fees 2012</b>	
<b>License Type</b>	<b>Annual License 2012 Fee</b>
Market, Municipal	\$480.00
Market, Farmers	\$276.00
Market, Produce and Craft	\$276.00
Market, Mini	\$59.00
Food Market Manufacturer	\$177.00
Food Market Distributor	\$177.00

<b>Additional One Time New Applicant Review Fees (2012 Cost)**</b>	
<b>Fee Type</b>	<b>2012 Fee</b>
Plan Review, Municipal Market	\$177.00
Plan Review, Farmers Market	\$177.00
Plan Review, Produce and Craft	\$177.00
Plan Review, Mini Market	\$71.00
Plan Review, Food Market Manufacturer	\$71.00
Plan Review, Food Market Distributor	\$71.00
Plan Review, Home Processor, Meat Processor	\$71.00
Temporary Use Permit, Zoning	\$125.00
New Initial Application Surcharge, Licensing	\$126.00

\*All fees are updated on an annual basis and are subject to change. See **Schedule J:**  
[http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert\\_261204.pdf](http://www.minneapolismn.gov/www/groups/public/@regservices/documents/webcontent/convert_261204.pdf)

\*\*These are one time review fees applied to new license applications and, at times renewals with major change