

# BCFM Advisory Council Minutes

for  
October 20, 2025

**Attendees:** Tracy Bruce, Carolyn Calloway-Thomas, Julia Fox (virtual), Ben Gardner, Michael Gleeson, Louise Miracle, John Norton, Karen Saint Rain (Vice Chair), Kip Schlegel (Chair)

**Absent:** Edward Robertson, Patricia Sigman

**Parks Staff Present:** Clarence Boone (FM Coord.), Camille Pushman (FM Staff Asst.), and Caleb Poer (Digital Content Coord.)

## AGENDA

1. Call to Order: 5:35
2. Approval of Minutes from September 15<sup>th</sup>, 2025
3. Old Business

- Recommendations on new Food Truck Pricing – Currently, FT's are limited to two participants per Market day (Tuesday's are different). They are currently are charged:

### Rental Fees for the April Market

| Vending Space               | Reserved Price | Day Price | *Senior price applies only if all vendors and stand assistants on contract are 60 years of age or older by the date of the reservation meeting. |
|-----------------------------|----------------|-----------|---|
| Large Space                 | \$100          | \$25      |   |
| Large Senior*/Youth** Space | \$80           | \$20      |   |
| Small Space                 | \$72           | \$18      |   |
| Small Senior*/Youth** Space | \$60           | \$15      |   |
| FBA Vendors                 | \$120          | \$30      |   |
| Food Truck                  | \$140          | \$35      |   |

### Farmers' Market Unreserved Spaces

|                                    |      |   |
|------------------------------------|------|---|
| Large space rate per day           | \$25 | Same for 2 <sup>nd</sup> space                                  |
| Large space - Senior rate per day  | \$20 | Same for 2 <sup>nd</sup> space (only available to 2024 vendors) |
| Small space rate per day           | \$18 | Same for 2 <sup>nd</sup> space                                  |
| Small space Senior rate per day    | \$15 | Same for 2 <sup>nd</sup> space (only available to 2024 vendors) |
| FBA Vendors rate per day           | \$30 |   |
| Food Truck rate per day            | \$35 |   |
| Mushroom Inspection per occurrence | \$5  |   |

Topics to Consider:

- Thoughts on increasing fees for Food Trucks
- Thoughts on charging Food Truck vendors for 2 spaces
- Thoughts on maintaining current placement spaces
- Thoughts on alternating Saturdays

FMAC Input:

- You cannot use the spaces around food trucks because they come in later than other vendors and need the “right of way” to get into their spot.
  - Change to \$75 because food trucks take up multiple spaces
  - If we push food trucks closer to Rogers, past the bollards, west of city hall, council members feel the fee should still be raised
  - Compare Food Truck Friday costs to our current and/or proposed costs
  - Consider whether they are getting more foot traffic/more sales on Friday, but there is decreased competition at the Farmers’ Market
  - Possibly charge based on size of the truck?
- Recommendations/Considerations on FBA Market Composition and Placement
- 1) Based on Tracy Bruce’s recommendations...
- In agreement with the current idea of creating an 80/20 ratio with 80% being farmers and 20% being FBA vendors
  - It is imperative that we clearly define the “80/20” rule.
- a. Two viable Paths:
- i. Path 1. Farm vendor participation would dictate the number of FBA vendors. For example, if we have 53 farm vendors (I think that is the current number) then this would allow 13 FBA vendors to participate. The number of Farm vendors would be defined as the number of farm vendors signed up and accepted a few days prior to the booth allocation meeting. The number of markets the farm vendor is scheduled to attend would not be a factor. The biggest challenge with this path is the potential downsizing of the market. If farm vendor participation were to decline this would force a reduction in FBA vendors as well.
  - ii. Path 2. This would be a direct allocation of booth spaces. Based on the current market configuration there are 92 available spots so 74 spaces would be allocated to farmers and 18 spaces to FBA vendors. I have left spaces E16 thru E21 out of the calculation, these are for Information Alley vendors.”

#### 4. New Business

- **September and October Customer and Vendor Counts & Updates (X) – 2024 Totals**
- September**
- September 3<sup>rd</sup> wk.: 3,138 (1,572) / 60 (53)
  - September 4<sup>th</sup> wk.: 3,540 (768) / 60 (33)
    - Total for September: 16,668 (7677) / 238 (203)
- October**
- October 1<sup>st</sup> wk.: 5,484 (2,385) / 58 (57)
  - October 2<sup>nd</sup> wk.: 5,208 (2,499) / 63 (55)
  - October 3<sup>rd</sup> wk.: 4,164 (2,313) / 62 (55)
    - Youth at the Market part #2 9-27-25: Slightly more than 30 participants/ 1668 visitors (in '24 there were roughly the same number of participants but only 1,567 visitors)
    - Youth at the Market Day 2025 part #1: 35 participants w/ 1,458 visitors
    - Apple Taste: 5,484 total customers w/ 4 participating vendors

- **Introduction of Caleb Poer, Digital Content Coordinator for Parks & Rec**
  - November Market & Holiday Market
    - Nov. Mkt.: 10 Farm Vendors w/ BCFM 5 FBAs w/ BCFM – Booth Assignments
    - Holiday Mkt.: 18 Farm Vendors and 6 /Food and Beverage – Booth Assignments
  - Upcoming items to address: Contract Changes and Handbook Revisions
    - No Farm Vendor nor FBA price increases
    - I'm strongly leaning toward no alternating weekends for FBA's. This may mean limitations on who can vend.
    - Possible incentives for vendors who sell during Tuesday Market
    - Will include a section on how we handle illegally parked vehicles (P & R expectations and Vendor expectations)
    - No language on booth spacing
    - More instructive spacing language for Info Alley participants
5. **Public Comment** – anything unrelated to agenda items *Saturday Morning excitement*  
**Misc comments:**
- Put bistro tables on the plaza in addition to where they currently are set up
  - Apple taste
    - Several mislabeled apples, need to double check volunteer work
    - Lemon juice on apples to keep from browning?
    - When is apple taste over? Confusion because we kept serving past end time to get rid of excess apples
    - Prepared food vendors would like to contribute to apple tasting - spread the word more
  - Customers are wandering the market before the market starts- difficult for vendors to get in/set up
  - Vehicle length/trailer length rules
  - Drop the trailer and park vehicle
6. **Adjournment @ 7:43pm**