



**CITY OF ALBUQUERQUE,
OLD TOWN PORTAL MARKET ADVISORY BOARD**

November 19, 2015 - Minutes

Board Members: Denise Pepin, Stella Naranjo, Lisa Carrillo, Alex Nunnally
Public: Marcelia Lee, Marlinda Lee, Lillian Platero, Midge Christie, Christy Hales,
Betty Monnereau, Ramona Tafoya

City Represented by: James S. de Champlon

Denise Pepin established that there was a quorum and called the meeting to order at 5:08 p.m.

Alex motioned to approve the Agenda; the motion was seconded and approved unanimously.

Alex motioned to approve the Minutes from September 10, 2015 meeting, the motion was seconded and approved unanimously.

Buffer Zone for Social Visits: After some discussion it was agreed that the Portal Market Manager has the authority to address issues related to congestion on the portal without the need for additional recommendations from the Portal Market Advisory Board and so **Lisa motioned to rescind the recommendation from the July 14th Board meeting** that read as follows:

Out of courtesy for other vendors and in order to lessen the congestion on the sidewalk and street in front of the Portal Market, we are asking that social visits with other artisans, family members and or non-customer social visitors be conducted across the street, in the park or at some other location.

The motion was seconded and approved unanimously.

Medical Based Assistance on the Portal: After some discussion on this issue it was generally agreed that assistance for setting up and tearing down the vending space for a vendor that has a current medical excuse should be limited to a half hour and that such assistance could be provided while the vendor requiring the assistance remained in their space. Please note that from this point forward it will be necessary to renew medical excuses as of the date that they expire or annually, at the beginning of each permit cycle.

It was also generally agreed that vendors should not be able to receive medical assistance for setting up their space and, while their medical excuse is still in place, help another vendor in setting up their space.

Portal Managers Report: Recurrent leaks on the Portal have been an issue both prior to and ever since the Portal was rebuilt. We are working with the property management company to address the leaks and are hopeful that at some point this will no longer be an issue.

New Business:

The Holiday Potluck is scheduled for December 10th.

The next Board meeting is scheduled for January 14, 2016.

Denise Pepin announced the meeting adjourned.

**CITY OF ALBUQUERQUE,
OLD TOWN PORTAL MARKET ADVISORY BOARD
Agenda**

**Thursday, January 14, 2016 at 5:00 P.M.
Police sub-station, SE corner of Rio Grande Blvd. and Central Blvd.**

- 1. Establish Quorum**
- 2. Approve Agenda**
- 3. Approve Minutes**
- 4. Portal Managers Report**
- 5. Security**
- 6. LED Lighting**
- 7. Parking: Green, Yellow, Red, and Blocking Handicap Access.**
- 8. Written Receipts: What is meant by “Each receipt shall contain his/her permit number” ?
Should receipts include essential information so that customers might better
understand the meaning of the craft unit number?
Such as: “Old Town Portal Market Permit #: ___ “**
- 9. Old Business**
- 10. New Business**
- 11. Adjourned**