CITY OF ALBUQUERQUE,
OLD TOWN PORTAL MARKET ADVISORY BOARD
Meeting Agenda
Wednesday, December 16 from 4:00 to 5:00 P.M.
Albuquerque Museum Auditorium Room

Denise Pepin…….. Vendor Representative
Vacant ……..…….. Vendor Representative
Marie Coleman ……...……...……...……. Property Owner Representative
Vacant ……..…….…….. Merchant Representative
Dana Sherrill ……..…… Sitting-At-Large Representative

- **Establish Quorum** *(2 minutes allocated 4 - 4:02 p.m.)*
    - Meeting called to order:

- **Approve Agenda and Minutes** *(3 minutes allocated 4:03 - 4:05 p.m.)*

- **Old Business** *(25 minutes allocated 4:05 - 4:30 p.m.)*
    - Public Safety Proposal
    - Reassignment
    - Discuss items for next Agenda

- **New Business** *(20 minutes allocated 4:30 - 4:50 p.m.)*
    - Landmarks Commission Update
    - Advisory Board Updates
    - Sidewalk updates
    - Security Shift Proposal

- **Public Comments** *(5 minutes allocated 4:50 - 4:55 p.m.)*

- **Final notes from Board** *(5 minutes allocated 4:55 - 5 p.m.)*
    - Meeting Adjourned:

CITY OF ALBUQUERQUE,
OLD TOWN PORTAL MARKET ADVISORY BOARD
Meeting Minutes
Wednesday, June 17, 2026 from 4:00 to 5:00 P.M.
Albuquerque Museum Auditorium Room

Denise Pepin…….... Vendor Representative
Dee Clary ……Vendor Representative
Marie Coleman ……...……...……..……. Property Owner Representative
Vacant ……..……. Merchant Representative
Dana Sherrill ……..…… Sitting-At-Large Representative
Monica Adams ……..…… City Representative

- **Establish Quorum** - Meeting called to order 4:04 p.m. by Chair.

- **Approve Agenda and Minutes –** Agenda and Minutes approved at 4:05 p.m.
    - December 17, 2026 minutes approved 4:06 p.m.
    - February 18, meeting notes approved 4:06 p.m.

- **Community Events Staff Report** at 4:07 p.m.
    - Community Events Staff informed the Advisory Board that there are no new updates regarding the vacant Merchant Representative position.
    - Portal operations remain unchanged, and all vendors should continue to follow the Rules and Regulations.
    - Reminder of upcoming 2026 Advisory Board Meeting dates: 08/19/26, 10/21/26, 12/16/26.

- **Old Business** at 4:10 p.m.
    - The Advisory Board concluded discussion of the doctor's note policy. No further action will be taken at this time unless additional concerns arise.
    - Blanket checks are continuing; however, they may occur less frequently.
    - A motion was made to continue discussion of the Public Safety Proposal at the next Advisory Board meeting.
    - A motion was made to consider a security shift policy for Portal Vendors assigned to the south-side spaces. The proposal would allow vendors working alone in spaces 10-15 to relocate to available spaces 1-9 on the east side when justified by safety concerns or the condition of the property.

- **New Business** at 4:13 p.m.
    - Landmarks Commission Update
    - Security shift

- **Public Comments**
    - Public comments were made regarding space shifts.
    - Public comments included safety concerns related to the south-side vendor spaces.
    - Comments were made regarding vendor reassignment.
    - Weekend security as it relates to vendor reassignment was discussed.

Final notes from Board - Meeting Adjourned at 4:43 p.m.