



CITY OF ALBUQUERQUE OLD TOWN PORTAL MARKET ADVISORY BOARD

April 20, 2022 - Minutes

Board Members: Ramona Tafoya, Charlene Kalbfell, Sylvia Ramos Cruz, Denise Pepin
City Representative: James de Champlon

Ramona established that there was a quorum and called the meeting to order at 4:07 p.m.

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

Denise motioned to approve the Minutes from the March 2, 2022 Board meeting; the motion was seconded and approved unanimously.

Portal Manager's Report:

The new owner of the building has noticed that vendors in spaces 13 and 14, adjacent to the two large windows tend to drift in front of the windows. The Old Town Solicitations Ordinance that govern our program requires that: The Old Town Portal Manager shall administratively determine and delineate the exact location of the spaces to ensure that soliciting does not obstruct the view from the two large windows. Based on this requirement the Portal Manager will be realigning space 13 and 14 to be equal in size and not encroach on the windows to either side of the spaces.

There have been some issues where vendors tape down their blankets in the morning but then do not return to the portal until after 1 p.m. In response to this the following rule is being reimplemented: Cloths that have been taped down but not otherwise set up by 12:30 p.m. may be pulled up to make space for the 1 p.m. reassignment. This rule does not apply if the cloth has been fully set up with product. This rule will not apply on days of inclement weather, including days where there were still empty spaces after the 9:30 a.m. reassignment.

Starting July 1, Monday and Tuesday reassignments will no longer be monitored by City Staff. Vendors will use a self-reassignment procedure similar to the afternoon self-reassignment procedures that have been established.

New Business:

Denise asked if we could figure out a way to move Craft Units out of the heat, from spaces that in the summertime are subject to direct sunlight in the afternoon. After a discussion that helped to identify the various challenges both logistically and with any possible rule, it was generally agreed that the Portal Manager should draft a rule similar to the Security Shift rule for the Board's consideration in this matter.

A new applicant to the Portal Market program asked about the need for having separate tax I.D. and Business Registration for each member of the Craft Unit. The discussion on this matter touched on the need for each vendor to have their own tax I.D. and Business Registration in order to lessen the possibility of any particular vendor circumventing tax liabilities. At the time that the rules were being drafted this aspect of the program was of great concern to the Merchants in Old Town, so that everyone would be operating on an even playing field with respect to paying CRS taxes.

The recent attempt to nominate candidates for vendor representative on the Portal Market Advisory board were not successful. We will be taking nominations at the June 10, and 11, FY23 vendor orientation meetings.

The next Board meeting will be held at 4 p.m., on June 22, 2022 at the Albuquerque Museum.

Meeting adjourned at 4:50 p.m.