

BOARD OF ALDERMEN

ITEM NO.A(4)

AGENDA ITEM ABSTRACT MEETING DATE: January 29, 2013

TITLE: Authorization to Enter into an Agreement with the Wild Food and Herb Market

DEPARTMENT: Recreation and Parks Department	PUBLIC HEARING: NO
ATTACHMENTS: A. Resolution B. Draft Agreement C. Town Commons Use Administrative Policy	FOR INFORMATION CONTACT: Anita Jones-McNair – 918-7381 Wendell Rodgers – 918-7371

PURPOSE:

The purpose of this agenda item is for the Board of Aldermen to enter into an agreement with Wild Food and Herb Market and waive fees for use of the Town Commons for a period of nine months.

INFORMATION:

On January 15, 2013, The Wild Food and Herb Market Co-Founders Jenny Schnaak, Development Director and Youth Program Manager for The Abundance Foundation and Josh Lev, Community Herbalist and Founder of the Carrboro Herb Guild requested that the town sponsor and waive all fees for use of the Town Commons on the first Sunday of every month from March through November 2013 from 1-4p for a Wild Food and Herb Market. Staff was asked to research this request and report back. Staff has worked with the market founders to draft an agreement for approval. The Wild Food and Herb Market must provide general liability insurance with a minimum limit of \$1 million general liability coverage endorsed to name the Town as an additional insured and provide a certificate for documentation a minimum of one week prior to the start date of the market which is March 10th.

FISCAL AND STAFF IMPACT

This agreement waives rental fees totaling \$1575 and incurs \$450 in staffing costs.

RECOMMENDATION

Staff recommends the Board consider the attached draft agreement and approve the attached resolution.