REPORT to the MAYOR and MEMBERS of the CITY COUNCIL
From the CITY MANAGER

DATE: March 27, 2018

SUBJECT: Consideration of a Special Event Permit application for the La Mesa Village Farmers' Market event with related street closures

ISSUING DEPARTMENT: City Manager's Office

SUMMARY:

Issues:

1. Should the City Council approve the La Mesa Village Association's (LMVA's) Special Event Permit for a weekly farmers' market in the Downtown Village?

2. Should the City Council adopt a resolution temporarily closing portions of La Mesa City streets for the weekly farmers' market sponsored by the La Mesa Village Association as described in the staff report and in Exhibit A of Attachment D?

3. Should the City recover costs for the event?

Recommendation:

The Downtown Special Event Subcommittee recommends that the City Council:

1. Approve the La Mesa Village Association's Special Event Permit.

2. Adopt a resolution temporarily closing portions of La Mesa City streets for the weekly farmers' market sponsored by the La Mesa Village Association as described in the staff report and in Exhibit A of Attachment D.

3. Continue the policy to continue 100% cost recovery policy for small events that do not serve alcohol and that require minimum City support.
Fiscal Impact:

Staff has identified cost factors that could be subject to cost recovery, if determined appropriate by Council. These items include foregone parking meter revenue, foregone parking sensor recapture revenue and periodic inspections by police and fire officials. Notwithstanding the potential for offsetting parking revenues that may be generated in other areas outside the event footprint, the total amount of cost recovery is estimated at approximately $9,000 in the first year of the event. The City would bill the LMVA for the cost recovery in advance, as has been the practice with other small events.

The LMVA and/or their selected market manager will purchase requisite traffic control signage and their staff will implement the traffic control plan prepared by City engineers as part of this application review process. In the early weeks of this event, City staff will review the traffic control set-up in the field to ensure correct implementation.

The LMVA is requesting that there be no cost recovery for this event. At the July 11, 2017 City Council meeting, a cost recovery policy was adopted for Special Events in the Village. One element in the policy was to continue 100% cost recovery for small events in the Downtown Village that do not serve alcohol & require minimum City staff support. The subcommittee is recommending no change to the policy.

City's Strategic Goals:

- Revitalize Neighborhoods & Corridors
- Enhance Recreation and Quality of Life Opportunities.

BACKGROUND:

The City of La Mesa has sponsored a weekly farmers’ market in the Downtown Village since 1993. The La Mesa Village Farmers’ Market was originally located in the Allison Avenue Municipal Parking but it was relocated to Civic Center in 2011 to minimize anticipated parking impacts of the Downtown Streetscape Improvement Project. The market has operated successfully at the Civic Center for the past seven years.

In 2016, the leadership of the LMVA expressed interest in moving the farmers’ market back to the heart of the Downtown Village to capitalize on the resurgence of activity and new investment occurring in the area. Early discussions between the LMVA and the
Council Downtown Special Events Subcommittee (Arapostathis and McWhirter) fleshed out a basic framework. The LMVA submitted a proposal to the City in early 2017 but that proposal was withdrawn to provide the LMVA more time to explore various operational scenarios, seek professional management assistance, and to measure support among potentially affected businesses.

In mid-2017 the Downtown Special Events Subcommittee and City staff began working with the LMVA to refine the elements of a transition plan for consideration by the City Council. The framework of the transition plan involves the City ending its role as market sponsor. Simultaneously, the LMVA and its management partner, Brian's Farmers' Markets, will apply for the special event permit and, if approved by Council, initiate steps with the County of San Diego to open a new certified farmers' market on La Mesa Boulevard, between Palm Avenue and 4th Street. All vendors currently participating in the City-sponsored certified farmers' market will be invited to participate in the LMVA-sponsored market.

DISCUSSION:

As proposed, the LMVA will sponsor a weekly farmers' market every Friday, between the hours of 3:00 p.m. and 7:00 p.m. on La Mesa Boulevard, between Palm Avenue and 4th Street. The street will close to through traffic at 1:00 p.m. to allow vendors to set up their booths and tables and will reopen at 8:00 p.m. The LMVA is targeting Friday, April 27, 2018 for the grand opening of the new certified farmers' market.

The market will host between 50 and 55 total vendors, which is nearly double the number of vendors appearing at the current City-sponsored farmers' market. Farmers and packaged food vendors will be placed between 3rd Street and 4th Street. Additional pre-packaged food vendors, arts & crafts vendors, hot-food vendors and food trucks will be placed between Palm Avenue and 3rd Street. There will be no alcohol sold or allowed within the event area.

The LMVA, in its role as sponsor, will be responsible for all aspects of the market's operation, including, but not limited to, insurance coverage, compliance with special event permit conditions, compliance with regulations pertaining to certified farmers' markets and selection of a professional service providers. With respect to professional services, the LMVA sought management proposals from a number of qualified farmers' market managers, including the current manager of the City-sponsored farmers' market. After thorough review of the proposals, the LMVA selected Brian Beevers, of Brian's Farmers' Markets, to serve as market manager. Mr. Beevers currently manages three other farmers' markets in the City of San Diego. He will be responsible for vendor booking and management, cash management, and for oversight of each market event,
including event set-up and post-event break-down, clean-up and vendor departure. The City’s current farmers’ market manager, Mark Bendixen, has submitted his resignation, which is took effect March 16th. The City has executed a temporary agreement with Mr. Beevers to serve as the City’s interim farmers’ market manager, starting March 23rd and continuing until the transition is put into effect on April 27, 2018. This will provide him with a valuable opportunity to get to know the existing vendors and to coordinate with them prior to the transition.

Since the event footprint is in an area of metered parking spaces, it is possible that the event operators will need to tow vehicles from the area to make way for event set-up. In order to facilitate towing, the City will place permanent “no parking” signage at appropriate intervals along the event perimeter noticing the public that parking is prohibited between 1:00 p.m. and 8:00 p.m. on Fridays due to a special event. If towing is required, the market manager, Mr. Beevers, will have contact information for parking control personnel to initiate the towing process. As a means to avoid the prospect of towing vehicles, the City will also re-program smart parking meters to display warning messages to paying customers starting at 11:00 a.m., two hours before the street closure to coincide with the maximum two-hour parking time limit in place on La Mesa Boulevard. In the initial weeks of the event, the LMVA will also station volunteers along the event perimeter before the event to inform parking customers about the street closure.

The proposed street closure plan calls for blocking the affected streets in Exhibit A of Attachment D using vehicular barriers at three points leading into the event area (Palm Avenue, 3rd Street and 4th Street). These vehicles may be comprised of vendor vehicles or promotional vehicles provided by local car dealers and must equal or exceed a weight of 2,000 pounds. The City engineering division has also designed a traffic control plan using signs and barricades along roadways leading to the event. Compliance with the plan, including the acquisition and storage of necessary signage, proper placement of signs and post-event take-down of signage shall be the responsibility of the LMVA. Staff of the engineering division will provide supervisory assistance to the LMVA or their designee for the first few events to ensure proper implementation.

The event will also be subject to monthly inspections by Heartland Fire and periodic spot-checks by the La Mesa Police Department. As for other special events downtown, curb inlets will be covered with five-millimeter plastic screening to prevent the entry of non-storm-water materials into storm drains. The screens will be cleaned and removed at the end of each event. Post-event power washing will be required for any spills that cannot be swept up sufficiently. Farmers’ market vendors will be responsible for
removing their trash from the area. Since capacity in Downtown receptacles and dumpsters is limited Downtown receptacles and dumpsters may not be used.

In order to measure support for the proposed relocation, as described above, the LMVA circulated a survey form to Downtown Village businesses, La Mesa citizens and visitors to the Village. Over 100 survey forms, including 23 surveys, from Downtown Village businesses, were returned expressing support for the relocation of the market.

CONCLUSION:

The Downtown Special Events Subcommittee recommends approval of the plans, conditions and estimated cost recovery for the proposed, relocated La Mesa Farmers’ Market.

Reviewed by:  
Yvonne Garrett  
City Manager

Respectfully submitted by:  
Gregory P. Humora  
Assistant City Manager

Chris Gonzáles  
Community Development Program Coordinator

Attachment A: Special Event Permit application  
Attachment B: Fire Safety Conditions  
Attachment C: Event Map  
Attachment D: Resolution for the Closure of City streets and attached Exhibit A  
Attachment E: LMVA Letter Regarding Business Owner Outreach
APPLICATION FOR SPECIAL EVENT  
July 1, 2017 – June 30, 2018

**Applicant Name:**
(Please Print) LAWRA AND BRIAND WILKINSON

**Address:** 8038 LA MESA BLVD 111  
City: LA MESA  
State: CA  
Zip: 91942

**Home Phone:**  
**Work Phone:**  
**Cell Phone:** 619-361-1219

**E-Mail Address:** lmaslaavillageassocier.org

**Organization**
(Please Print)  

**Address:**  
**City:**  
**State:**  
**Zip:**

**Phone:**  
**E-Mail address:**

**Event Name:** LA MESA FARMERS MARKET

**Date(s):** April 28th  
**Start Time:** 1:00 PM  
**End Time:** 7:00 PM

**Location:** LA MESA BLVD

*Please note:* application fee is not refundable. Also, any required staffing for the event is charged at full cost recovery rates unless a specific exception has been approved by the City Council. This applies to all events.

**Approximate Number of People:**

<table>
<thead>
<tr>
<th>Category</th>
<th>Fees</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parade</td>
<td>$334.00</td>
</tr>
<tr>
<td>250-499</td>
<td>$389.00</td>
</tr>
<tr>
<td>500-999</td>
<td>$491.00 + $1,000 refundable clean-up fee</td>
</tr>
<tr>
<td>1,000+</td>
<td>$1,365.00 + $1,000 refundable clean-up fee</td>
</tr>
</tbody>
</table>

**Street Closure Permit (if applicable)**: $50

**In addition to the above fees, applicant must provide the following:**
- A certificate of insurance in an amount specified by the City, and an Additional Insured Endorsement naming the City of La Mesa and verifying that the applicant's insurance shall be primary and any insurance or self-insurance provided by the City shall be non-contributory. (Available through the applicant's insurance carrier.)
- A hold harmless/indemnification agreement. (Available through the City Clerk’s Office.)
- Applicant must submit a traffic control plan if city property/streets will be impacted and/or used for the event. The Engineering Division must approve the traffic control plan prior to the approval of the permit.

**Detailed Description of Event:**

*ATTACHED*
If a PARADE, provide the following information:

<table>
<thead>
<tr>
<th>Assembly Location(s):</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dispersal Location(s):</td>
</tr>
<tr>
<td>Specific Parade Route:</td>
</tr>
<tr>
<td>Plans for Assembly:</td>
</tr>
<tr>
<td>Plans for Dispersal:</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Number in Parade</th>
<th>People:</th>
<th>Animals:</th>
<th>Vehicles:</th>
</tr>
</thead>
</table>

Will any costumes, masks or unusual attire be worn? YES □ NO □

On-Site Contact(s) responsible for special event or parade:

<table>
<thead>
<tr>
<th>NAME</th>
<th>CELL/PHONE #</th>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Brian Peters</td>
<td>619-795-3343</td>
<td></td>
</tr>
<tr>
<td>2) Maria Lopez</td>
<td>619-767-1719</td>
<td></td>
</tr>
<tr>
<td>3) Jeff Muir</td>
<td>619-654-1087</td>
<td></td>
</tr>
</tbody>
</table>

Total number of security persons provided by applicant: 0

Describe identification marks, badges or symbols to be worn by such persons:

WHEN THE SPECIAL EVENT IS EXPECTED TO REACH 500 OR MORE PERSONS AT ANY GIVEN TIME, TO BE DETERMINED BY THE CHIEF OF POLICE OR HIS/HER REPRESENTATIVE, THE APPLICANT, IN ADDITION TO THE ABOVE, WILL PROVIDE AND ASSURE THE FOLLOWING SERVICES:

1. The applicant shall distribute handbills that have been approved by the Chief of Police, or his/her representative, to surrounding residences and businesses within 300 feet of the special event's perimeter at least 30 days before the event. Parades and runs may satisfy this requirement by posting notices along the proposed route. The applicant must attest in writing to the City Clerk that this requirement has been met.

2. Adequate potable water supply.

3. One toilet for every 250 persons in attendance.

4. Adequate lighting during nighttime events.
5. Adequate number of trash receptacles.

6. Adequate communications equipment for use by the monitors.

7. Clean-up of immediate and surrounding area properties within 24 hours of the special event.

8. Parking control (two hours before the start and two hours after the conclusion of the special event).

9. Method of regulating the number of participants. One security person for every 250 persons in attendance. Special Events utilizing La Mesa police officers, La Mesa reserve officers, and/or officers from other law enforcement agencies may be exempted from this requirement.

10. One copy of white background print of a map drawn to scale showing:
   a. The location of the property concerned.
   b. The location of all highways, streets, alleys, lots and parcels of land within 500 feet of the exterior boundaries of the proposed use.
   c. The location of the vehicle parking area and of all other areas to be used for other uses incidental to the special event.
   d. All interior access ways.
   e. Access to the property.
   f. The location and detailed plans of all buildings and structures on the premises or to be erected, including any bandstand, stage or other facility for performers.
   g. The location of loud speakers.
   h. The location of all toilet, medical, drinking and other facilities.

11. A certified check or other funds acceptable to the city in the amount of one thousand dollars shall be paid at the time of application to the City of La Mesa for clean up. If the terms of this chapter are met, the funds will be returned to the applicant within thirty days after the special event upon written request of the applicant.

12. Such other information as the Chief of Police may deem necessary in order to properly provide for traffic control, street and property maintenance, administrative arrangements, police and fire protection, and for the protection of public health, safety and welfare.

I DECLARE UNDER PENALTY OF PERJURY THAT THE STATEMENTS MADE ABOVE ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND THAT ANY FALSE STATEMENTS OR INFORMATION WILL RESULT IN THE REJECTION OR REVOCATION OF MY PERMIT.

[Signature]

SIGNATURE OF APPLICANT/ORGANIZATION   PRINT NAME   DATE OF APPLICATION

[Date: 2-22-18]
| Name of Event | | | |
|---------------|---------------|---------------|

<table>
<thead>
<tr>
<th>CITY OF LA MESA USE ONLY</th>
</tr>
</thead>
<tbody>
<tr>
<td>COMMUNITY SERVICES DEPT: Facility Availability</td>
</tr>
<tr>
<td>Name of Facility:</td>
</tr>
<tr>
<td>Availability: YES □ NO □</td>
</tr>
</tbody>
</table>

| POLICE DEPT: Approved □ Denied □ Signature: |
| Comments: | |

| Method of Noticing (for over 500 people): |

| PUBLIC WORKS DEPT: Approved □ Denied □ Signature: |
| Comments: | |

| BUILDING DEPT: Approved □ Denied □ Signature: |
| Comments: | |

| PLANNING DEPT: Approved □ Denied □ Signature: |
| Comments: | |

| FIRE DEPT: Approved □ Denied □ Signature: |
| Comments: | |

| ENGINEERING DEPT: Approved □ Denied □ Signature: |
| Comments: | |

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<th>RECEIPT #</th>
<th>FEE AMOUNT: $</th>
<th>DATE PAID:</th>
</tr>
</thead>
<tbody>
<tr>
<td>PERMIT #</td>
<td>DATE ISSUED:</td>
<td>BY:</td>
</tr>
</tbody>
</table>
Detailed Description of Farmers’ Market Event

The La Mesa Village Association (LMVA) proposes to sponsor a weekly farmers’ market in the Downtown Village. The proposed LMVA market will replace the existing ‘farmers’ market located at Civic Center, which the City has agreed to close in order to facilitate the transition of market sponsorship and location. There will be 48 or 49 market days per year, factoring in closures on certain holidays and for other special events that will be occurring in the Downtown Village.

Location: La Mesa Blvd., east of Palm Ave. and west of 4th St.
Hours of Operation: 3:00 p.m. to 7:00 p.m.

The market will feature a variety of vendor booths, including pre-packaged food vendors, arts & crafts vendors, hot-food vendors, food trucks and, of course, farmers. Each farmer will be allowed to bring their truck into the market area and to park it behind their booth/tent, parallel with the curb for the duration of the event. All other vendors will be "off-load" vendors, which means they may drive their vehicles into the market area during the set-up period, off-load their tent and merchandise, and then relocate their vehicle elsewhere, outside the market area. At the end of the event, they will retrieve their vehicles and return to pack up and depart the event.

At the current time, it is anticipated that a total of _____ vendors will participate each week. The breakout of the vendors by type and location is as follows:

North Side, Between Palm Ave. & 3rd St.: _____ Vendors (pre-package food, arts/crafts)
South Side, Between Palm Ave. & 3rd St.: _____ Vendors (hot-food, food truck)
North Side, Between 3rd St. & 4th St.: _____ Vendors (farmers)
South Side, Between 3rd St. & 4th St.: _____ Vendors (farmers pre-package food)

A 20-foot physical separation will be maintained between hot-food vendors/food trucks and non-hot-food vendors. A 10-foot separation between blocks of vendors in excess of 700 square feet will also be implemented.

Since the proposed market area will be on La Mesa Blvd., (see attached Venue Layout) in areas normally serving as vehicle travel lanes, weekly street closure will be needed.

Street Closure Time: 1:00 p.m. (2 hours for set-up before market opens)
Street Reopening Time: 8:00 p.m. (1 hour after market closes)

As depicted in the Venue Layout, the LMVA proposes to use vehicular barriers at three locations:

1) Across La Mesa Blvd., at the east side of its intersection with Palm Ave.
2) Across 3rd St. at its intersection with La Mesa Blvd.
3) Across La Mesa Blvd. at the west side of its intersection with 4th Street.

The LMVA is requesting the City’s assistance in structuring a traffic control plan that ensures public safety and that can be easily implemented on a weekly basis. The LMVA and/or its market manager will be responsible for the proper placement of signage and vehicular barriers to effectuate the street closure. The LMVA will work with Fire officials to designate the location of keys to all vehicles used as vehicular barriers so that they can be easily moved in case of emergency. In addition, the market layout has been arranged to provide a 16-foot clearance through its entire east-west span to accommodate travel of fire apparatus.
The LMVA has contracted with a professional, experienced farmers’ market manager to operate the event each week. The LMVA has selected Brian Beevers, of Brian’s Farmers’ Market, to fill this role. Mr. Beevers will ensure compliance with all regulations of other agencies pertaining to certified farmers’ markets (e.g., Department of Agriculture, Weights and Measures, Department of Environmental Health).

Mr. Beevers and staff will arrive at each market to supervise vendor set-up in accordance with the venue layout and in compliance with any conditions determined appropriate through this application review process. He may also be responsible for contacting Police to arrange for vehicle towing, if needed to clear the area of private vehicles prior to the start of the market. The City has indicated a willingness to place permanent signage along the perimeter of the market layout noticing vehicles of no parking hours applicable to this event.

Mr. Beevers will park a box truck containing all equipment necessary to operate the market on 3rd Street, immediately south of La Mesa Blvd. This equipment include portable sinks and Honda gas generator(s) (Model ____ ) that will be used for power. Recent discussions with (now former) Chief Greg McAlpine conveyed approval of the use of this particular model of gas generator, so long as it is pre-fueled and there is not refueling of the generator(s) or fuel storage during the event. The proposed location(s) of the generator(s) is/are depicted on the Venue Layout map.

An ADA compliant portable toilet and wash station will be stationed in the available enclosure located in the Allison Avenue Municipal Parking Lot. The LMVA will be responsible for the cost of renting the toilet and sink and will arrange for pumping and cleaning of the units before each weekly market. The toilet and the gate will remain locked at all time when the market is not in operation.

Finally, given the nature of farmers’ market events, both in La Mesa and throughout the region, no security personnel are needed for the event. LMVA volunteers and/or Brian’s Markets staff will contact La Mesa Police if needed. The LMVA will also provide insurance coverage indemnifying the City or any claims or losses resulting from the operation of the farmers’ market, in accordance with coverage limits determined by the City’s Risk Manager. Therefore, the LMVA is requesting that no cost recovery be imposed for this event.
RECEIPT NUMBER: 02000142491
CITY OF LA MESA

RECEIVED BY: LESLIE
TODAY'S DATE: 02/22/18

OUTDOOR ASSEMBLY PERMIT

PAYOR: LA MESA VILLAGE
REGISTER DATE: 02/22/18 TIME: 12:09

2018 FARMERS MKT-SPEC EVT

CHECK

REF NUM: 1154

$1,365.00

TOTAL DUE: $1,365.00
INDEMNIFICATION AND HOLD HARMLESS AGREEMENT
FOR THE CLOSURE OF LA MESA BOULEVARD, BETWEEN PALM AVENUE AND 4TH STREET,
AND THE LA MESA CERTIFIED FARMERS’ MARKET

In consideration for closing La Mesa Boulevard to motor vehicle traffic, between Palm Avenue and 4th Street, to allow Permittee and/or its Operator, Brian’s Farmers’ Market (“Operator”), to use La Mesa Boulevard, between Palm Avenue and 4th street, for the La Mesa Certified Farmers’ Market, and to the fullest extent allowed by law, Permittee and Operator together do hereby agree to indemnify, hold harmless and defend the City of La Mesa (“City”) and its elected officials, officers, employees, agents and volunteers from any and all loss, liability, fines, penalties, forfeitures, costs and damages (whether in contract, tort or strict liability, including but not limited to personal injury, death at any time and property damage) incurred by City, Permittee, Operator or any other person, and from any and all claims, demands and actions in law or equity (including attorney’s fees and litigation expenses), arising or alleged to have arisen directly or indirectly out of the street closure and/or The La Mesa Certified Farmers’ Market. Permittee’s and Operator’s obligations under the preceding sentence shall apply regardless of whether City or its officers, officials, employees, agents or volunteers are negligent, but shall not apply to any loss, liability, fines, penalties, forfeitures, costs or damages caused solely by the gross negligence, or caused by the willful misconduct, of City or its officers, officials, employees, agents or volunteers.

Throughout the life of this Agreement, Permittee and/or Operator shall pay for and maintain in full force and effect all insurance as required in Exhibit A, which is incorporated into and part of this Agreement, or as may be authorized or required in writing by City Manager or his/her designee at any time and in his/her sole discretion.

Permittee and/or Operator shall conduct all defense at their/his/her/its sole cost. The fact that insurance is obtained by Permittee and/or Operator shall not be deemed to release or diminish the liability of Permittee and/or Operator, including, without limitation, liability assumed under this Agreement. The duty to indemnify shall apply to all claims regardless of whether any insurance policies are applicable. The duty to defend hereunder is wholly independent of and separate from the duty to indemnify and such duty to defend exists regardless of any ultimate liability of Permittee and/or Operator. The policy limits do not act as a limitation upon the amount of defense and/or indemnification to be provided by Permittee and/or Operator. Approval or purchase of any insurance contracts or policies shall in no way relieve from liability nor limit the liability of Permittee and/or Operator, its officials, officers, employees, agents, volunteers or invitees.

City shall be reimbursed for all attorney’s fees and costs incurred by City in enforcing this Agreement.

This Indemnification and Hold Harmless Agreement shall survive the street closure and/or the La Mesa Certified Farmers’ Market.

The undersigned acknowledges that he/she (i) has read and fully understands the content of this Indemnification and Hold Harmless Agreement; (ii) is aware that this is a contract between the City and Permittee; (iii) has had the opportunity to consult with his/her attorney, in his/her discretion; (iv) is fully aware of the legal consequences of signing this document; and (v) is the Permittee or his/her/its authorized signatory.

Signed, sealed and delivered this 5th day of MARCH 2018.

Permittee

Date

Operator

Date

Print Name

Brian Beevers

Print Name

Michelle D. Kearney

Print Name

Michelle D. Kearney

Telephone Number

(619) 756-7958

Telephone Number

(619) 756-7958

Address

3013 University Ave 8D CA 92104

Address

2013 University Ave 8D CA 92104

Telephone

(619) 756-7958
2018 La Mesa Farmers Market
Fire Safety Conditions

GENERAL SAFETY

- All electric cords shall be secured to the ground or other fixed device so that trip/fall hazards are kept to a minimum. This may be accomplished with tape, covers or some other device that will reduce trip/fall hazards.

- Additional electrical outlets in each booth shall be provided by power taps with over-current protection or surge protectors, (circuit breaker reset). Multi-outlet adapters or small gauge home-style extension cords are prohibited. Two pronged extension and non-compliant extension cords are prohibited.

- All Vendors shall post “No Smoking” signs. Smoking is not allowed in any booth.

- Gasoline and other flammable liquids shall not be used to help ignite and keep any cooking or other use fire lit.

TENTS, CANOPIES & PALAPAS

- Any tents, canopies, sidewalls or drops used by food vendors shall have a CA. State Fire Marshal Certificate of Flame Resistance. Any items that do not meet the CA. State Fire Marshal requirements shall be removed.

- All vendors using canopies larger than 400 sq. ft. shall obtain permit prior to installation & use.

- All vendor booths in clusters exceeding 700 square feet will require 12’ separation between other canopies.

- All canopies used by food vendors shall be separated from other canopies, tents, etc. by a minimum of 20’ or as directed by the Fire Marshal.

- A fire extinguisher with a minimum rating of 2A-10 BC shall be mounted at vendor booths to cover 75’ travel distance.
COOKING

- Use of Portable BBQ’s PROHIBITED within 20 feet of any permanent structure or on any sidewalk. This includes but is not limited to the following areas; in front of/around businesses; under overhangs; on sidewalks; streets; next to buildings, walls; windows or exit doors.

- There shall be a 2A-10BC rated fire extinguisher located near the cooking appliance (BBQ) at all times during operation. An adult shall be in attendance of the BBQ while it is in operation and shall be knowledgeable in the use of portable fire extinguishers.

- Charcoal BBQ’s are PROHIBITED.

- Food Vendors using cooking appliances such as: deep fat fryers, griddles, stoves, woks, or similar shall provide a Class “K” rated fire extinguisher. This requirement applies to Kettle Corn vendors also.

- Food vendors using cooking appliances shall be grouped together and separated from non-cooking vendors by a minimum distance of 20’.

- Applicant shall provide an event map showing location of all cooking vendors; this map will be subject to approval. Once the map has been approved by the City Council, no further changes shall be made.

- All Compressed Gas tanks shall be secured with heavy rope or chain and be stored in a safe manner away from open flame.

FUEL POWERED EQUIPMENT

- Fuel powered equipment, such as generators, shall have a 2A-10BC rated fire extinguisher located near the equipment at all times during operation. A responsible adult trained in the use of the fire extinguisher shall be present at all times.

<table>
<thead>
<tr>
<th>El Cajon</th>
<th>La Mesa</th>
<th>Lemon Grove</th>
</tr>
</thead>
<tbody>
<tr>
<td>100 E. Lexington Avenue</td>
<td>8054 Allison Avenue</td>
<td>7853 Central Avenue</td>
</tr>
<tr>
<td>El Cajon, CA 92020</td>
<td>La Mesa, CA 91942</td>
<td>Lemon Grove, CA 91945</td>
</tr>
<tr>
<td>(619) 441-1601</td>
<td>(619) 667-1355</td>
<td>(619) 825-3835</td>
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</tbody>
</table>
EMERGENCY VEHICLE ACCESS

- A 16’ wide clear space corridor in the middle or on one side of the street for emergency vehicle access may apply.

EMERGENCY VEHICLE ACCESS (cont.)

- All street barriers must be highly visible and easily and quickly movable by an adult unless otherwise required by the city.

FIRE HYDRANTS

- All fire hydrants shall be kept free from vehicles and other obstructions at all times. There shall be a minimum clearance of 15’ in all directions from the fire hydrant.

PARKING

- Parking shall be limited to the available marked, identified spots in a parking lot. All drive lanes/fire lanes shall be kept clear at all times.

OTHER

- Applicant shall provide a copy of these fire safety requirements to all vendors prior to the event.

Please contact Heartland Fire & Rescue at (619) 667-1355 if you have questions regarding the above listed requirements.
RESOLUTION NO. 2018-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA MESA TEMPORARILY CLOSING PORTIONS OF LA MESA CITY STREETS FOR THE "LA MESA FARMERS' MARKET" SPECIAL EVENT SPONSORED BY THE LA MESA VILLAGE ASSOCIATION

WHEREAS, Vehicle Code Section 21101(e) authorizes the City Council to temporarily close a portion of any street for celebrations, parades, local special events, and other purposes;

WHEREAS, the City Council must determine such closing is necessary for the safety and protection of persons who are to use that portion of the street during the temporary closing; and

WHEREAS, the La Mesa Village Association has made a request to have a special event involving City streets.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED, that the City Council of the City of La Mesa hereby finds that the closing of portions of the City streets as more specifically set forth in Exhibit "A", attached hereto and made a part hereof, is necessary for the safety and protection of persons who are to use those portions of said streets during the temporary closing.

BE IT FURTHER RESOLVED, that said portions of the streets set forth on said Exhibit "A" are hereby temporarily closed for all or a portion of time from 1:00 PM to 8:00 PM on April 20, 2018 and during the same hours on successive Fridays in 2018.

PASSED AND ADOPTED at a Regular Meeting of the City Council of the City of La Mesa, California, held the 27th day of March 2018, by the following vote, to wit:

AYES:

NOES:

ABSENT:

CERTIFICATE OF THE CITY CLERK

I, MEGAN WIEGELAMAN, City Clerk of the City of La Mesa, California, do hereby certify the foregoing to be a true and exact copy of Resolution No. 2018-______, duly passed and adopted by the City Council of said City on the date and by the vote therein recited.

MEGAN WIEGELMAN, CMC, CITY CLERK

(Seal of the City)

ATTACHMENT D
EXHIBIT "A"
TO
RESOLUTION NO. 2018-

The following streets will be temporarily closed for all or a portion of time from 1:00 PM to 8:00 PM on April 20, 2018 and during the same hours on each successive Friday in 2018 for the La Mesa Farmers' Market, a La Mesa Village Association sponsored event.

<table>
<thead>
<tr>
<th>Street</th>
<th>Closure</th>
</tr>
</thead>
<tbody>
<tr>
<td>La Mesa Boulevard</td>
<td>From the east curb line of Palm Avenue to the west curb line of 4th Street</td>
</tr>
<tr>
<td>3rd Street</td>
<td>From the south curb line of La Mesa Boulevard to the north curb line of the alley between La Mesa Boulevard and Lemon Avenue</td>
</tr>
</tbody>
</table>
March 5, 2018

Re: Farmers Market Outreach

To Whom it May Concern,

LMVA has spend a great deal of time walking the Village and getting feedback from all existing businesses and from residences within the Village that would potentially be affected by the Farmers Market moving to La Mesa Blvd.

We asked everyone who was willing to fill out a survey and give us feedback. We also held 2 open Townhall meetings that allowed any to give feedback both positive and negative to the idea of the market moving from its current location.

Overall the majority of respondents were all for the market moving to La Mesa Blvd. We have a couple of restaurants that are concerned about the market moving on Friday to La Mesa Blvd. They feel that Fridays are already “good” days and were hoping for the market to move to a Tuesday. Not a single retail store has been opposed and not a single resident has opposed the market.

LMVA has been in direct conversations with everyone that does have a concern and we will be working with them and making sure that business is not adversely affected. Most concerns have to do with the unknown. The two biggest concerns have been parking and the potential void of people felt when the market closes at 7:00 pm. After careful consideration to those concerns with the board of LMVA and the new market operator we are confident that the concerns will dissipate after the market is open for a period of time.

LMVA has a responsibility to the Village as a whole. Although we hope for 100% approval from all residences and businesses in the area that will never be the case. Almost every Farmers Market that is located on the streets of a community does well.

We will work closely with the new operator and the City making sure the transition is a smooth as possible.

Attached to this letter are the surveys that we had individuals/Businesses fill out. We are still collecting but over 60 are attached.

Do not hesitate to ask LMVA or the new operator any additional questions.

Kind regards,

[Signature]

Aaron Dean

Chair