



Church Street Marketplace Commission

Thursday, January 8, 2026, 12:00 PM, Zoom/Queen City Room - City Hall Third Floor

<https://zoom.us/j/6798652576>

1. Adopt the Agenda

2. Cart Vending Program Updates

Subject 2.1. Discussion

Meeting January 8, 2026 - Cart Vending Committee Agenda - Thursday, January 8, 2026, 12:00 PM, Zoom/Queen City Room - City Hall Third Floor

Category 2. Cart Vending Program Updates

Department Church St. Marketplace

Type

Subject 2.2. Vote Anticipated

Meeting January 8, 2026 - Cart Vending Committee Agenda - Thursday, January 8, 2026, 12:00 PM, Zoom/Queen City Room - City Hall Third Floor

Category 2. Cart Vending Program Updates

Department Church St. Marketplace

Type

3. Adjournment

Subject 3.1. Motion to adjourn

Meeting January 8, 2026 - Cart Vending Committee Agenda - Thursday, January 8, 2026, 12:00 PM, Zoom/Queen City Room - City Hall Third Floor

Category 3. Adjournment

Department Council and Board

Type

Recommended Action

CART VENDOR COMMITTEE MEETING JAN 8, 2026





AGENDA

- A. Discuss current challenges facing the program
- B. Discuss possible changes to improve the program
- C. Vote to propose changes to Church Street Marketplace Commission

PROGRAM GOALS & OBJECTIVES

- **ACTIVATE THE MARKETPLACE**
- **CURATE A DIVERSE MIX OF BOTH FOOD & RETAIL VENDORS**
- **CREATE AN INCUBATOR SPACE FOR SMALL BUSINESSES**
- **BUILD COMMUNITY AMONGST VENDORS**



CHALLENGES FOR MARKETPLACE TEAM

TIMELY PAYMENTS

Some vendors go multiple months without paying their first fee installment.

ATTENDANCE

1 weekday and 1 weekend is not working out for most vendors and is hard to regulate. Need to find a better way of recording attendance.

LOCATION SHARING

Certain spots are more coveted than others. Especially bottom block spots for late night vendors.

CONTRACT RESCISSION

Multiple vendors have requested to end their contracts early for multiple reasons. Need clearer rules when it comes to contract rescission.



CHALLENGES FOR CARTS

CART TRANSPORT / STORAGE

The process of getting the cart onto the street can get difficult, especially for just one person operating the cart. Some carts rent space in Thorsen Way. In the past, the City has offered space to store carts in the Marketplace Garage for a fee.

FINANCIAL BARRIERS

Purchasing and outfitting a cart to meet Church Street's standards is a difficult and expensive task.

DECREASED FOOT TRAFFIC

Less foot traffic in recent years has created a harder market for the carts.

REDUCED CART VENDOR PARTICIPATION

Carts not meeting their individual attendance requirements impacts the overall attendance for the program as the public cannot reliably expect any carts to be out during the season.





POTENTIAL CHANGES

PAYMENTS DUE IN FULL JUNE 1ST

Require full payment for the season upfront. Offer payment plans to interested vendors, requiring a signed document with terms.

- Offer 10% discount for paying up front?
- Include a late payment fine (\$25 per week overdue)

DATA REPORTING

Instead of customer counts, require vendors to print point of sale system reports and share with staff. No need for manual entry.

ATTENDANCE REPORTING

Require a simple way to clock in and out when vending on the Marketplace, such as the app jibble. Additionally, have monthly spot checks to confirm late night vendors are out when they say they are.

CONTRACT RECESSSION

Carts will not be granted a recession for: staffing difficulties, disliking their spot, childcare, financial issues, street level behavior, etc.

LOCATION SHARING

NEW CONCEPT

Multiple vendors have expressed interest in the City Hall Block spots. City Hall Block is the best block to take advantage of late-night crowds. Many of the current City Hall block vendors only vend Friday-Sunday. This leaves a potential for non-City Hall Block vendors to fill in on off days (Mon-Thu).

Marketplace staff are considering a new method of cart location sharing where a vendor's cart location is dependent on the day of the week. Carts would indicate their location and date preferences on their application. Carts would be awarded their preference based on seniority

Example: Both **Cart 1** and **Cart 2** want to vend on City Hall Block spot **A**. **Cart 1** is the senior cart so they get their preferred dates which are Friday – Sunday. **Cart 2** is allowed to vend at spot **A** Monday-Thursday. On their “off” days, the carts vend in spot **B** on the second block. The carts are required to vend 2 days a week in either location June – August.

COMPLIANCE MECHANISMS

- 10% discount for carts to pay full vendor fee by June 1
- Incentive for most sales or attendance in a month? Social media call out “Support your favorite cart this month as they try to win Most Popular Cart on Church Street”
- Cart storage in City owned lots for a fee.
- Financial consequences for delinquent fees.
- Loss of seniority from weak attendance, lack of customer counts, and late fee payments
- Random compliance checks throughout the season
- Reduce dependence on seniority and "ownership" of a spot through location sharing to create a more equal opportunities and consistency

ANTICAPTED VOTE

CHANGES TO PROGRAM

- Vendors will be required to pay for the full season of cart vending by June 1. A 10% discount will be applied if payment is made by this date. Payment plans will be made possible when requested.
- Cart vendors will be required to provide point of sale reporting to the Marketplace team weekly.
- Attendance required 2-days a week (weekday or weekend) June – September.
- Contract recession language that outlines something to the effect that Force Majeure Events shall not include economic downturns, recessions, inflation, increased costs, supply chain delays, labor shortages, or changes in profitability or consumer demand will be added. In addition, if a contract is voided, a refund of no more than XX% of the annual fee will be refunded.



Questions & Suggestions