


City of West Allis Matter Summary

File Number	Title	Status
R-2012-0145	Resolution	Introduced
	Resolution relative to amending the City of West Allis Policies & Procedures Manual No. 1802, Farmers Market; Trash and Treasure Sales, under Health.	
	Introduced: 8/7/2012	Controlling Body: Administration & Finance Committee
		Sponsor(s): Administration & Finance Committee

COMMITTEE RECOMMENDATION *Adopt*

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
AUG - 7 2012			Barczak				
			Czaplewski				
		✓	Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke				
			Roadt				
			Sengstock	✓			
			Vitale	✓			
			Weigel				
		TOTAL		5	0		

SIGNATURE OF COMMITTEE MEMBER

 _____ Chair
 _____ Vice-Chair
 _____ Member

COMMON COUNCIL ACTION **ADOPT**

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
AUG - 7 2012			Barczak	✓			
			Czaplewski	✓			
			Lajsic	✓			
			May	✓			
			Probst	✓			
			Reinke	✓			
			Roadt	✓			
		✓		Sengstock	✓		
			✓	Vitale	✓		
				Weigel	✓		
		TOTAL		10			



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Resolution

File Number: R-2012-0145

Final Action:

Sponsor(s): Administration & Finance Committee

AUG - 7 2012

Resolution relative to amending the City of West Allis Policies & Procedures Manual No. 1802, Farmers Market; Trash and Treasure Sales, under Health.

WHEREAS, Policy No. 1802, Farmers Market; Trash and Treasure Sales, was originally included in the City of West Allis Policies & Procedures Manual on January 1, 1982; and,

WHEREAS, it is necessary to amend said policy at this time with a complete re-write of said policy.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City of West Allis that Policy No. 1802, Farmers Market; Trash and Treasure Sales, is approved as presented in the attached restatement.

BE IT FURTHER RESOLVED that copies of said policy be distributed to all departments, divisions, and offices.

ADM\ORDRES\ADMR424

ADOPTED AUG - 7 2012
 Paul M. Ziehler
Paul M. Ziehler, City Admin. Officer, Clerk/Treas.

APPROVED 8/15/12
 Dan Devine
Dan Devine, Mayor

Farmers Market; Trash and Treasure Sales

Health

1800

1802

1-2

1/1/82

8/7/12

1.0 PURPOSE:

To describe the policies of the Health Department in regard to the West Allis Farmers Market and Market Place Sale.

2.0 ORGANIZATIONS AFFECTED:

This policy applies to the West Allis Health Department and the general public.

3.0 POLICY:

It is the policy of the Health Department to follow a uniform set of procedures regarding the West Allis Farmers Market and Market Place Sale.

4.0 REFERENCES:

Sections 2.25, City of West Allis Revised Municipal Code.

5.0 PROCEDURES:

5.1 RESPONSIBILITY

The Health Department shall establish procedures for renting space, as well as the operation and maintenance at the West Allis Farmers Market.

5.2 GENERAL POLICIES

5.2.1 Fees and Rates for Market Stalls.

- 1.) The West Allis Health Department under the direction of the Board of Health, shall establish all rules and regulations for the proper operation and use of the West Allis Farmers Market.
- 2.) The West Allis Health Department under the direction of the Board of Health shall establish the annual rates and charges for the use of stalls in any market or markets, but no such fees or rentals shall become effective until approved by the Board of Health. The Market Master shall collect the fees or rentals and turn over all money so collected to the City Treasurer.

5.2 GENERAL POLICIES – FARMERS MARKET

- 5.3.1 Stalls at the Farmers Market are rented annually.
- 5.3.2 Sellers who have previously rented a stall at the Farmers Market get the first chance to re-rent a stall for the coming market season.
- 5.3.3 A waiting list will be kept of individuals desiring to rent a stall at the Farmers Market. After those individuals presently renting a stall have indicated whether they wish to again rent a stall, individuals on the waiting list are offered stalls based on the products they are to sell to assure that a wide variety of product options be made available at the Farmers market. Individuals chosen will be at the discretion of the Market Master/Deputy Market Master.
- 5.3.4 The Health Department shall check weights and measures used by vendors at the Farmers Market.
- 5.3.5 The West Allis Farmers Market is open from the first Saturday in May through the Saturday following Thanksgiving in November. The Farmers Market shall be open on Tuesdays and Thursdays from 12:00 p.m. to 6:00 p.m. and on Saturdays from 1:00 p.m. to 6:00 p.m.
- 5.3.6 It shall be the duty of each person or persons using said stalls at the Farmers Market, before leaving said stall for the day, to cause the same to be thoroughly cleaned of all vegetables and/or other debris.

5.3 GENERAL POLICIES – MARKET PLACE

- 5.4.1 Any goods may be offered for sale at the Market Place except live animals, food or food products, firearms, ammunition, and any type of fireworks including sparkers, snakes and poppers.
- 5.4.2 Stalls are rented by the Health Department on a day-by-day basis. Stalls may be rented by applying at the Health Department or may be rented at the Market site on the day of the sale, depending on the availability of space.
- 5.4.3 The West Allis Market Place shall be open on Sundays in May through the last Sunday in October from 8:00 a.m. to 5:00 p.m.
- 5.4.4 It shall be the duty of each person or persons using said stalls at the Market Place, before leaving said stall for the day, to cause the same to be thoroughly cleaned of all litter and/or other debris.