



Board: City Commission

Agenda Date: May 11, 2026

Presenter: Patricia West

## Staff Report

### Agenda Item Title:

Market Square Rental Policies

### Background:

The DDA approved the enclosed policies to better utilize the Farmers Market Square during their April meeting. The policies establish a structured fee schedule for vendors, private parties, public events, and nonprofit organizations.

The policies also clarify when a Special Event Permit is required at the city level, define minimum rental timeframes, set expectations for maintenance and upkeep of the space, and outline how the Market Square integrates with the City's social district.

Adoption of this policy will funnel into the fee schedule in June, with an effective date of August 1, 2026.

### Fiscal Effect:

None

### Supporting Documentation:

[DRAFT] Market Square Rental Policies

Use of DDA-Owned Equipment & Supplies Policy

### Recommendation:

Motion to adopt the Market Square Rental Policies as presented, with the understanding that associated fees will be incorporated into the City's annual fee schedule with an effective date of August 1, 2026.