

**CITY OF ALBUQUERQUE**  
**OLD TOWN PORTAL MARKET ADVISORY BOARD**  
**April 17, 2024 – Minutes**

Board Members: Marilyn Moquino, Dagney Townsend, Charlene Kalbfell, Sylvia Ramos Cruz, Dana Sherrill  
City Representatives: Bree Ortiz, Steven Pettingill  
Public: Adonica Gravengood, Ramona Tafoya

Marilyn established that there was a quorum and called the meeting to order at 4:05 p.m.

There were no minutes from the February 21, 2024 meeting to approve. There was discussion about who is responsible for the minutes. The Portal Manager, as city staff to the board, has always done the minutes. It is part of his duties. However, we do not have a Portal Manager at this point. City staff in attendance are unable to do the minutes. Minutes need to be done as an official record. It is agreed that a city representative should do the minutes. Someone needs to do the minutes until the city can get someone who can do them. Discussion about whether or not it has to be a board member comes up. It is agreed that it does not have to be a board member. They notice that Ramona Tafoya takes notes anyway. She is asked if she would do the minutes. She agrees. A motion is made to make her secretary pro tem for the purpose of doing the minutes. The motion passes unanimously. She will do the minutes until city staff is able.

The subject of having reassignment more often in the morning like they do in the afternoon is discussed. Also mentioned is having the vendors vote on the shade shifting rule. Staff says having more times for vendors to get in will give them more opportunity to work. The issue of having vendors vote is brought up. Representatives on the board are the voice of the vendors. A vote by vendors by passes the remaining board member. The program is not about what vendors want. It is about what is good for Old Town. The purpose is clear in the ordinance. Staff says it was not a vote and only a recommendation. The director will make the final decision. They insist that they are not by passing the board. They say they hear a lot from the vendors and are listening and are going to provide what is necessary to keep them happy. The issue of the shade shifting rule was discussed and eliminated in a previous meeting by the board. The previous Portal Manager eliminated the use of that rule immediately.

Old and new complaints are brought up. There is a lot of tension and fights going on. It is pointed out that the more you give vendors the more they are going to want. Things are not up to the vendors. They are self employed and need to get there on time. Staff says vendors could lose their space for various reasons that cause them to be late. It is suggested to allow reassignment every ½ hour from 9:30 on. The vendors won't have to wait until 1:00 to get in. Most vendors are there on time to get their space and for reassignment at 9:30. A select few are late. The question is, do we want to change the rules for a select few? The lottery is done in advance so vendors can plan to be there on time. Staff can't do what needs to be done now. So how can they possibly monitor changes. The main issues is, all kinds of rules are being broken. Vendors claim a space in the morning then don't come back preventing other vendors from working. Staff says all problems can be emailed to them. But it is noted that often that is no good because by the time staff acts it is too late.

The lack of a Portal Manager needs to be resolved but it won't be at board meetings. Mediation is suggested. It is acknowledged that vendors have representatives and issues need to go through them. Going directly to the city doesn't work. Reassignment more often might be helpful but they are not policing that. We need to make sure rules are being enforced. There is not enforcement and changes are being made. But there are bigger issues. There are a lot of fights going on. Those are not good for Old Town. Bree brings up the question of whether or not the program should be suspended. It is recommended that maybe legal could help clear up the role of the board.

It is 4:50 and we need to discuss the next meeting. The question of the program being advertised is brought up. The answer is yes through social media. We need to move on to other issues because things are being discussed over and over with no resolution.

The issue of 2 representatives having their terms expire is brought up. Staff says that they can continue to server until new member are appointed.

Our next meeting is June 19<sup>th</sup>, 2024. However, June 19 is a holiday (Juneteenth) so the meeting date is moved to June 12, 2024. It is suggested that maybe we could meet quarterly. But it is noted that we don't have much time to discuss issues and we only meet every other month on the 3<sup>rd</sup> Wednesday. We need to keep the schedule every other month. Quarterly does not work. Dates need to be advertised. So it is agreed to the following meeting dates after June.

August 20, 2024

October 16, 2024

December 18, 2024

February minutes will be approved at the next meeting.

Staff reports qualifications for the Portal Manager are, 4 year degree, 5 years direct experience and 2 years supervising. A temp employee looks like the best bet to get a Portal Manager. Meeting is adjourned at 5:01.

There were handouts that should be attached to the minutes as they were the basis for some of the discussions.

1. Portal Vendors Vote-Reassignments email dated 4/3/2024
2. Ordinance description of Purpose of Program.
3. Ordinance description Of Old Town Portal market Advisory Board.