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CITY OF KELOWNA

MEMORANDUM

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**Date:** May 7, 2008  
**File No.:** 0870-20-035  
**To:** City Manager  
**From:** Doug Gilchrist, Manager Community Development & Real Estate  
**Subject:** **KELOWNA FARMERS AND CRAFTERS SOCIETY – PARKING LOT LEASE**

Report Prepared by: *T. Abrahamson, Property Officer*

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**RECOMMENDATION:**

**THAT** Council approve the lease to the Kelowna Farmers and Crafters Society;

**AND THAT** the Mayor and City Clerk be authorized to execute all documents necessary to complete this transaction;

**BACKGROUND:**

The Kelowna Farmers and Crafters Society, is a non-profit organization currently operating a farmers market at Orchard Park, is seeking a downtown location to relocate its Thursday evening market. The Downtown Kelowna Association actively supported the Society's request to move a portion of the operation to the downtown area citing numerous benefits to urban neighborhoods as well as cross promotional opportunities throughout the summer.

The Society has requested the City's approval to lease a City parking lot located at 1200 Water Street (Schedule 'A'). The market is intended to operate each Thursday, from 2pm to 10pm, for the term June 5<sup>th</sup> to September 4<sup>th</sup>, 2008 with up to 60 vendors participating. On the existing 110 stall lot, there are currently 22 monthly parkers that will be moved to the adjacent daily parking area on the Thursdays the lot is used by the Society thereby minimizing the impact to monthly parkers. The Society also anticipates expanding onto portions of the promenade throughout the term of the lease. Any use of the promenade would require the consultation and approval of the Parks Manager

The Community Development and Real Estate Division request Council's approval for the lease to the Kelowna Farmers and Crafters Society as set out herein.



**INTERNAL CIRCULATION TO:**

Parking Coordinator  
Financial Services Department  
Parks Department  
Planning & Development Services Department  
Civic Properties

**FINANCIAL/BUDGETARY CONSIDERATIONS:**

Revenue is anticipated at approximately \$100 per day. The Lease will account for approximately 50% of the projected revenues that would have been generated by pay parking on the lot in addition to monthly parkers. Staff feel that a below market rental rate to a non-profit society for this purpose is in the interest of the community and are requesting Council support.

**EXTERNAL AGENCY/PUBLIC COMMENTS:**

Letter of support from John Perrott, President, Downtown Kelowna Assoc.

**LEGAL/STATUTORY AUTHORITY:**

Community Charter – Section 24 allows the disposition of land below market value to non-profit organizations provided that a notice must be published before the assistance is provided and must identify the intended recipient of the assistance, and describe the nature, term and extent of the proposed assistance.

**LEGAL/STATUTORY PROCEDURAL REQUIREMENTS:**

A notice must be published before the assistance is granted.

**EXISTING POLICY:**

No Council policy exists for financial aid to strictly non-profit societies.

**Considerations that were not applicable to this report:**

**PERSONNEL IMPLICATIONS:**

**COMMUNICATIONS CONSIDERATIONS:**

**ALTERNATE RECOMMENDATION:**

**TECHNICAL REQUIREMENTS:**

Submitted by:



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Doug Gilchrist, RIBC, PMP  
Manager Community Development & Real Estate

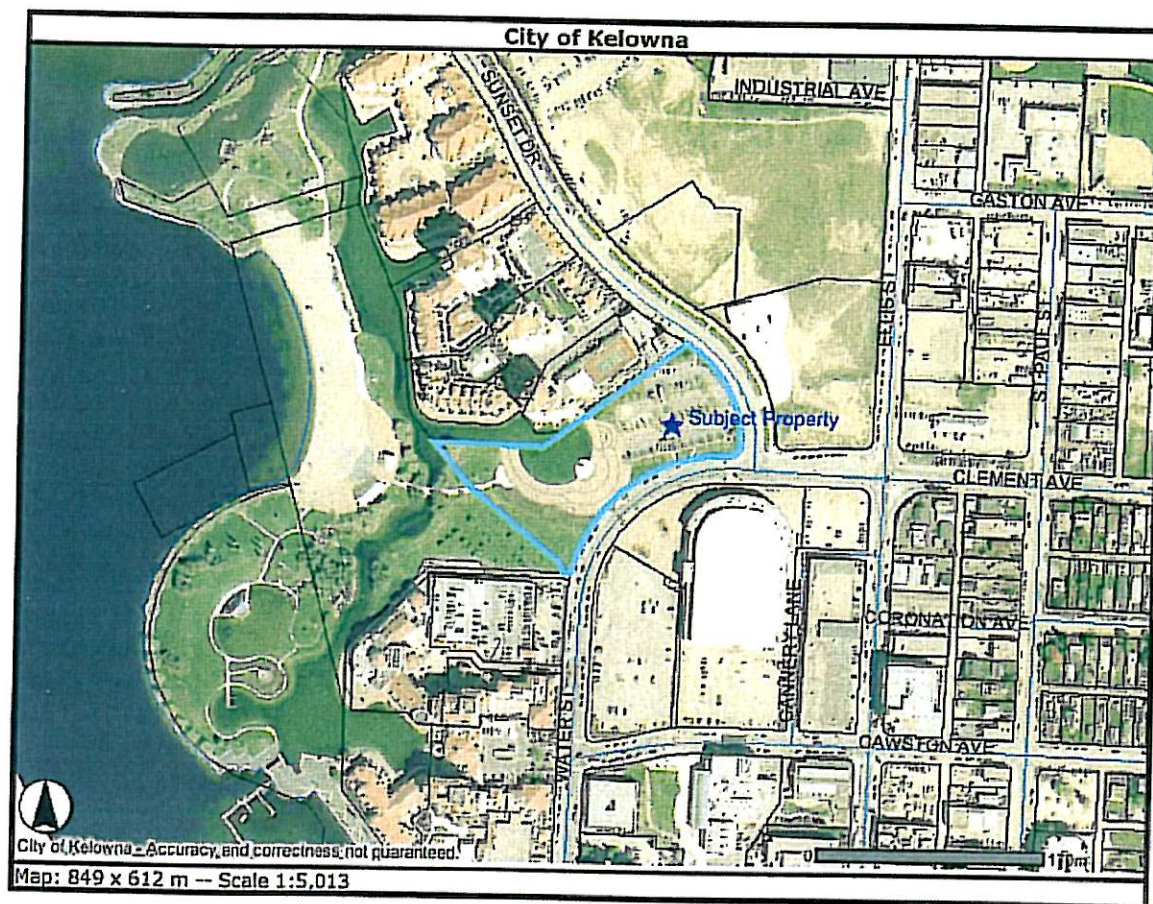
Approved for Inclusion:



John Vos, Director of Corporate Services

cc: Director of Financial Services  
Parking Coordinator  
Current Planning Supervisor  
Parks Manager

### Schedule "A"



*This map is for general information only. The City of Kelowna does not guarantee its accuracy. All information should be verified.*





Doug Gilchrist  
Manager - Community Development & Real Estate  
City of Kelowna  
1435 Water Street  
Kelowna, BC V1Y 1J4

Tuesday, April 15, 2008

Dear Mr. Gilchrist,

Please accept this letter as the Downtown Kelowna Association's formal letter of support for the Kelowna Farmer's and Crafter's Market to find a long-term home in downtown Kelowna.

The Association has had a long-time affinity with public markets, recognizing the numerous benefits to urban neighbourhoods. Public markets provide opportunities for neighbourhood residents and workers to come and interact, mingle, and catch up with friends, neighbours, and market vendors. A market like this provides another in a long list of reason why developers will look at downtown as a location for their projects and in turn, attract residents. Additionally, public markets like this, help connect urban dwellers to arts and agricultural community.

The Association is looking forward to supporting the Kelowna Farmers and Crafters Market through cross promotional initiatives as they come downtown on Thursday nights this summer. We hope that the City of Kelowna and Council support the Kelowna Farmer's and Crafter's Market by providing them with a multi-year use agreement.

Yours truly,

John Perrott  
Executive Director

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