

OFFICE OF THE MAYOR  
Telephone: (716) 286-4310

April 3, 2023

The City Council  
Niagara Falls, New York

**RE: *Proposed Agreement for Management at City Farmer's Market  
(Field and Fork Network, Inc.)***

Council Members:

The City Market, specifically the Farmer's Market, is an important space to the citizens of the City of Niagara Falls and the community at large as a food access point. In 2022, the City contracted with Field and Fork Network, Inc. ("Field and Fork"), a well-respected, local nonprofit organization that connects communities to innovative solutions that foster a sustainable food system, to manage the Farmer's Market portion of the City Market operations. It is hereby proposed that the City enter into an agreement with Field and Fork to provide the management services that the City requires, which will include: vendor recruitment and management; Farmer's Market promotion and marketing; enforcement of Market rules and regulations and oversight of Farmer's Market operations; on-site tracking of SNAP/Double Up Food Bucks; management of SNAP and SNAP incentive programs; coordination of staff and volunteers, and; market event planning and management.

Field and Fork's services are available to the City at the cost of \$25,000.00 and 80% of all vendor payments generated at the Farmer's Market. The term of the agreement would be for one (1) year through April 10, 2024. Funding for this project is available from the revenue generated from the lease payments from City Market commercial tenants and vendor payments at the Farmer's Market.

Will the Council so approve and authorize the Mayor to execute an agreement satisfactory to the Corporation Counsel in both form and content.

Respectfully submitted,

ROBERT M. RESTAINO  
Mayor

Bax \_\_\_\_\_ Cauley \_\_\_\_\_ Myles \_\_\_\_\_ Tompkins \_\_\_\_\_ Zajac \_\_\_\_\_