



FARMERS MARKET COMMITTEE REGULAR MEETING

City of Dripping Springs

Ranch Park Event Center, 1042 Event Center Drive, Dripping Springs, TX

Thursday, February 16, 2023 at 10:00 AM

Agenda

CALL TO ORDER AND ROLL CALL

Committee Members

Gouri Johannsen, Chair
Marianne Simmons, Vice Chair
Teresa Strube, Secretary
Nikki Dahlin
Erika Fritz
Claudia Oney
Janet Musgrove

Staff, Consultants & Appointed/Elected Officials

Farmers Market Manager Charlie Reed
Community Events Coordinator Johnna Krantz
City Treasurer Shawn Cox

MINUTES

- 1. Discuss and consider approval of the January 19, 2023, Farmers Market Committee meeting minutes.** *Secretary Teresa Strube.*

VENDOR APPLICATIONS

- 2. Discuss and consider approval of the Farmers Market Vendor Application for Doris Designs.** *Applicant: Dora Ruvalcaba.*
- 3. Discuss and consider approval of the Farmers Market Vendor Application for Pancho Bigotes.** *Applicant: Hector Medina.*
- 4. Discuss and consider approval of the Farmers Market Vendor Application for Romeo's Salsa.** *Applicant: Romeo Joy.*

REPORTS

- 5. Farmers Market Manager January 2023 Report**
Charlie Reed, Market Manager
- 6. Farmers Market January 2023 Budget Report**

OTHER BUSINESS

- 7. Presentation and possible action regarding the Farmers Market Committee Fiscal Year 2024 budget recommendations.**

SPONSORSHIPS AND GRANTS SUBCOMMITTEE

- 8. Discuss and consider a recommendation of approval for a sponsorship agreement with Beem Team. Gouri Johannsen, FMC Chair**

EXECUTIVE SESSION

The Farmers Market Association Board for the City of Dripping Springs has the right to adjourn into executive session at any time during the course of this meeting to discuss any matter as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development). The Farmers Market Association Board for the City of Drippings Springs may act upon any item listed in Executive Session in Open Session or move any item from Executive Session to Open Session for action.

UPCOMING MEETINGS

Farmers Market Committee Meetings

March 16, 2023, at 10:00 a.m.

April 20, 2023, at 10:00 a.m.

May 18, 2023, at 10:00 a.m.

City Council Meetings

February 21, 2023, at 6:00 p.m.

March 7, 2023, at 6:00 p.m.

March 21, 2023, at 6:00 p.m.

April 18, 2023, at 6:00 p.m.

ADJOURN

This facility is wheelchair accessible. Accessible parking spaces are available. Requests for auxiliary aids and services must be made 48 hours prior to this meeting by calling (512) 858-4725.



FARMERS MARKET COMMITTEE REGULAR MEETING

City of Dripping Springs

Ranch Park Event Center, 1042 Event Center Drive
Dripping Springs, TX

Thursday, January 19, 2023 at 10:00 AM

MINUTES

CALL TO ORDER AND ROLL CALL

Committee Members

Gouri Johannsen, Chair
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Staff, Consultants & Appointed/Elected Officials

Farmers Market Manager Charlie Reed
Community Events Coordinator Johnna Krantz

Gouri called meeting to order at 10:02

MINUTES

- 1. Discuss and consider approval of the December 15, 2022, Farmers Market Committee meeting minutes.** *Secretary Teresa Strube.*

Janet moved to approve Minutes from 12-15-22; Claudia seconded; VOTE: unanimous, 7-0.

VENDOR APPLICATIONS

- 2. Discuss and consider approval of the Farmers Market Vendor Application for Naturally Nourished Market.** *Applicant: Kazmira Pedonesi.*

Kazmira presented the story of her Market. Her inventory of products supports the belief that food heals the body. Prepared foods are provided in a market presence.

Discussed what we need to complete her application: Kitchen license, update application to say Cottage Foods not included in her market presence anymore, need updated labels to show Kazmira now uses commercial kitchen.

Janet moved to approve w/changes; Nikki seconded; VOTE: unanimous, 7-0.

3. Discuss and consider approval of the Farmers Market Vendor Application for Jeany's Caribbean Elixirs. Applicant: Naijean Bernard.

Naijean introduced her product line and its background rooted in Granada. Labels will be sent to Charlie for the file, as well as the ingredients list(s). Additionally, commercial kitchen license w/letter from them that they are tenants.

Marianne moved to approve application with cottage food laws removed; and pending receipt of product label(s) used at market; Nikki seconded; VOTE: unanimous, 7-0.

Charlie introduced Brenda DeWitt, recently hired as Dr Pound Museum Executive Director.

Claudia left meeting at 11:15.

REPORTS

4. Farmers Market December 2022 Budget Report

Data was not populated on records

Andy to determine who is responsible for restroom maintenance at the pool, and ensure they are keeping up with it.

Also, Andy will ask that the upcoming parking lot maintenance NOT be scheduled for Wednesdays.

5. Farmers Market Manager Monthly Report

Charlie Reed, Market Manager

EXECUTIVE SESSION

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UPCOMING MEETINGS

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February 16, 2023, at 10:00 a.m.

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April 20, 2023, at 10:00 a.m.

City Council Meetings

February 7, 2023, at 6:00 p.m.

February 21, 2023, at 6:00 p.m.

March 7, 2023, at 6:00 p.m.

March 21, 2023, at 6:00 p.m.

ADJOURN

Gouri moved to adjourn at 12:07

Nikki seconded

Farmers Market Manager Report for 02/16/2023 Meeting

by Charlie Reed

January 2023 Market News:

- Averaged 38 vendors/market.
- 348 customers/market (slight rebound over December)
- Total sales per market: \$14,375 (up slightly from January)
- Average per vendor: \$394 (down slightly from January '22)

Saturday Market:

Getting sporadic calls from customers and prospective vendors about Saturdays with increasing frequency. Produce vendors excited for a more local weekend market. Coffee vendors inquiring en masse.

Sponsors:

Gouri spoke with local Real Estate Group (Beem Team) about sponsorship arrangement and will update during meeting.

Vendor Incidents:

- January 25th: Harin drove into Derek's (Rogues) generator, damaging his car's passenger door. The damage was cosmetic and neither wanted to report it.
- January 25th: Jessica (Sky Roasters) mentioned that a customer was creepily inappropriate at the end of market, asking how much she charged for a kiss. He lingered and went to his vehicle (red pick-up) for 20 minutes as she broke down her booth. She mentioned on 2/6 and we will monitor should he return.
- January 25th: Due to chronic lateness, with increase in showing up after market starts, I informed Anat (Bread & Zest) that she will no longer be allowed to set-up when arriving after 2:45.
- At February 8th market, I asked 7R to remove bone broth from display, as that is prohibited under cottage law.

Social Media:

- Instagram followers up to 2,911 (+53 over last month).
- Facebook followers at 6,720 (+34)
- Newsletter subscribers: 1,804 (+25)

Marketing/Community Outreach

I donated a \$50 gift certificate to DS Community Library on-line auction as part of fund-raising event February 12th. When asked if I knew any vendors who might be interested in catering the event, I said that they're all busy with weekend markets, then volunteered our services in order to showcase market vendors. The following vendors donated items or sold at discount: Jinx Bread, Brenham Kitchens, Fran's Pies, EIEIO. Wow Honey donated a 1-oz jar of honey for the charcuterie board. That was nice.

Market Bag Sales

FY 2022 Final Sales Totals: 70 bags @ \$789

FY 2023: 28 bags @ \$280

Let's discuss offering other items.

DSFM Sales Data				
Market Date	1.04	1.11	1.18	1.25
Vendors	36	37	42	38
Vendors Reporting	34	36	39	37
Total Sales	13,049.00	14,826.00	16,018.00	13,628.00
Average per Vendor	383.79	411.83	410.72	368.32
Farmers	2,178.00	1,350.00	1,733.00	810.00
Ranchers	2,976.00	2,261.00	3,455.00	4,006.00
Crafts	535.00	1,235.00	1,374.00	626.00
Foods	7,360.00	9,980.00	9,456.00	8,186.00
Baker	1,881.00	1,719.00	1,934.00	1,629.00
Beverage	1,994.00	2,142.00	2,037.00	1,577.00
Value Add	2,735.00	4,819.00	4,449.00	4,124.00
Pet	750.00	1,300.00	1,036.00	856.00
Visitors	325	365	385	315
Sales per Capita	\$40.15	\$40.62	\$41.61	\$43.26
Temperature	72	80	77	50
Skies	Sunny	PC	Clear	Clear
Humidity (low=1,med=2,high=3)	1	1	1	1
Winds (15 mph+)	15	20	15	15
Music	B. Slaughter	A. Dormont	J. Rivers	J. Kirk
Time/Venue Note	Closed at 5:45	Closed at 5:45	Closed at 5:45	Closed at 5:45

Totals and Averages by Month (FY'23)													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY '23
# Markets	4	5	4	4	1								18
# Markets Counted	4	5	4	4	1								18
Vendors	192	205	157	153	35								742
Vendors Reporting	184	194	153	146	34								711
Total Sales	\$79,587	\$71,620	\$52,763	\$57,501	\$12,586								\$274,057
Avg. per Market	\$19,897	\$14,324	\$13,191	\$14,375	\$12,586	#DIV/0!	\$15,225						
Average per Vendor	\$432.54	\$369.18	\$344.86	\$393.84	\$370.18	#DIV/0!	\$385.45						
Vendors per Market	48	41	39	38	35	#DIV/0!	41						
Customers	2000	1615	1250	1390	265								6,520
Per Market	500	323	313	348	265	#DIV/0!	362						
Sales per Customer	\$39.79	\$44.35	\$42.21	\$41.37	\$47.49	#DIV/0!	n/a						



City of Dripping Springs, TX

Item 6.
Budget Report
Account Summary

For Fiscal: FY 2022-2023 Period Ending: 01/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - Dripping Springs Farmers Market							
Revenue							
201-403-43005	Booth Rental Fees	54,600.00	54,600.00	0.00	8,605.00	-45,995.00	84.24 %
201-403-43006	Application Fees	750.00	750.00	-30.00	240.00	-510.00	68.00 %
201-403-43035	Membership Fee	2,600.00	2,600.00	0.00	520.00	-2,080.00	80.00 %
201-403-44000	Sponsorships & Donations	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
201-403-46001	Other Revenues	0.00	0.00	0.00	30.00	30.00	0.00 %
201-403-46002	Interest	200.00	200.00	0.00	572.75	372.75	286.38 %
201-403-46004	Grant Revenues	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
201-403-46005	Market Events/Merchandise	1,000.00	1,000.00	0.00	110.00	-890.00	89.00 %
201-403-47007	Transfer from General Fund	15,300.59	15,300.59	0.00	0.00	-15,300.59	100.00 %
	Revenue Total:	80,450.59	80,450.59	-30.00	10,077.75	-70,372.84	87.47%
Expense							
201-403-60000	Regular Employees	52,679.65	52,679.65	4,112.36	18,535.83	34,143.82	64.81 %
201-403-61000	Health Insurance	8,125.04	8,125.04	590.44	2,656.02	5,469.02	67.31 %
201-403-61001	Dental Insurance	0.00	0.00	34.74	156.33	-156.33	0.00 %
201-403-61002	Medicare	0.00	0.00	59.62	268.73	-268.73	0.00 %
201-403-61003	Social Security	0.00	0.00	254.96	1,149.20	-1,149.20	0.00 %
201-403-61004	Unemployment	0.00	0.00	65.80	65.80	-65.80	0.00 %
201-403-61005	Federal Withholding	4,281.99	4,281.99	0.00	0.00	4,281.99	100.00 %
201-403-61006	TMRS	3,173.95	3,173.95	246.33	1,100.22	2,073.73	65.34 %
201-403-63004	Dues, Fees & Subscriptions	200.00	200.00	0.00	21.46	178.54	89.27 %
201-403-63005	Training/Continuing Education	200.00	200.00	0.00	0.00	200.00	100.00 %
201-403-64000	Office Supplies	300.00	300.00	0.00	15.31	284.69	94.90 %
201-403-64019	Market Supplies	4,000.00	4,000.00	0.00	72.63	3,927.37	98.18 %
201-403-65000	Network/Phone	252.00	252.00	20.66	61.98	190.02	75.40 %
201-403-66001	Advertising	3,000.00	3,000.00	0.00	202.76	2,797.24	93.24 %
201-403-66010	Events, Entertainment & Activities	3,000.00	3,000.00	230.00	908.88	2,091.12	69.70 %
201-403-66011	Market Event	500.00	500.00	0.00	0.00	500.00	100.00 %
201-403-70002	Contingencies/Emergency Fund	500.00	500.00	0.00	0.00	500.00	100.00 %
201-403-70003	Other Expenses	2,600.00	2,600.00	200.00	650.00	1,950.00	75.00 %
201-403-90000	Transfer to Reserve Fund	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
	Expense Total:	117,812.63	117,812.63	5,814.91	25,865.15	91,947.48	78.05%
	Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64	57.74%
	Report Surplus (Deficit):	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64	57.74%

Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - Dripping Springs Farmers Market						
Revenue	80,450.59	80,450.59	-30.00	10,077.75	-70,372.84	87.47%
Expense	117,812.63	117,812.63	5,814.91	25,865.15	91,947.48	78.05%
Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64	57.74%
Report Surplus (Deficit):	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64	57.74%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - Dripping Springs Farmers Marl	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64
Report Surplus (Deficit):	-37,362.04	-37,362.04	-5,844.91	-15,787.40	21,574.64



DRIPPING SPRINGS Texas

City of Dripping Springs FY 2024 Tax Rate & Budget Adoption Important Dates & Deadlines

Approved by Council: Tuesday, February 7, 2023

The attached Budget Calendar outlines the statutory dates and planning activities for City Staff, B Commissions, Committees and City Council as they relate to the Budget Process for Fiscal Year 2024. Calendar activities in RED note deadlines for staff & City Council, and Public Notifications. The Finance Director will coordinate with City Administration, the City Attorney and City Secretary regarding all notices, ordinances and resolutions as adopted, to include filing the proper documents with County and State Entities. The City Council will hold the following meetings regarding the Tax Rate and Budget Adoption:

- June 06, 2023: Budget Workshop
- June 20, 2023: Budget Workshop
- July 05, 2023: Budget Workshop
- July 18, 2023: Budget Workshop
- August 01, 2023: Budget Workshop
- August 15, 2023: Budget Workshop, Set Proposed Tax Rate, and Discussion
- September 05, 2023: Budget Workshop, Public Hearings on Tax Rate and Budget, and Possible Adoption of the Budget*
- September 19, 2023: Adoption of Approved Budget and Tax Rate, and Ratification of Tax Rate**

**The Council may choose to either adopt the budget or postpone adoption to the following meeting on September 19, 2023.*

***If the total property tax revenue is raised, the Council will need to Ratify the Tax Rate with a resolution.*

All other calendar dates are related to the budget planning process for City staff to include recommendations from boards, commissions, and committees. Budget process activities are listed below each calendar for reference. The following boards, commissions and committees will submit budget recommendations:

- DSRP Board of Directors
- Economic Development Committee
- Emergency Management Commission
- Farmers Market Committee
- Founders Day Commission
- Historic Preservation Commission
- Parks & Recreation Commission
- TIRZ No. 1 & No. 2 Board
- Transportation Committee

The Finance Director will provide staff with the proper forms and budget planning materials related to individual requests and department requests. Staff will work with their supervisor and the Finance Director to draft and submit their requests, and Staff Liaisons to Boards, Commissions and Committees will hold meetings to discuss and provide recommendations for requests. The City Secretary will make sure that each meeting following approval of the Budget Calendar has a budget review/recommendation added to the abovementioned board and commission agendas. The City Secretary does not draft committee agendas but is available to staff for assistance. Please make sure you attach, or forward for attachment documents for agenda discussion items.



City of Dripping Springs
FY 2024 Tax Rate & Budget Adoption
Important Dates & Deadlines

Item 7.

February 7, 2023	City Council Approval of Budget Calendar and Presentation on Legislative Changes to the Budget Process
April 14, 2023	City Staff Department Budget Requests Due (includes individual staff member requests submitted to supervisors and IT related requests)
May 5, 2023	Board, Commission and Committee Budget Recommendations Due; City Staff Employee Pay Recommendations Due from Department Heads
June 6, 2023	City Council Budget Workshop
June 20, 2023	City Council Budget Workshop
July 5, 2023	City Council Budget Workshop
July 18, 2023	City Council Budget Workshop
August 1, 2023	City Council Budget Workshop
August 4, 2023	Finance Director files Proposed Budget with City Secretary
August 15, 2023	City Council Budget Workshop, Set Proposed Tax Rate, and Discussion
August 24, 2023	Publication of Notice of Proposed Tax Rate, and Tax Rate and Budget Public Hearings (Submit for publication August 18, 2023) Begin Continuous Notice of Proposed Tax Rate on City Website with Public Hearing Dates for Budget and Tax Rate Hearing, and Notice of Tax Rate
September 5, 2023	City Council Budget Workshop – Public Hearings on Tax Rate and Budget (Must take action to either adopt or postpone adoption of the Budget to the September 19, 2023 City Council meeting)
September 19, 2023	City Council Meeting – Adoption of Budget, Ratification of the Tax Rate (if total property tax revenue is raised) and Adoption of the Tax Rate
September 20, 2023	Publication of Tax Rate and Budget on City Website, File Tax Rate and Budget with County and State Entities
September 28, 2023	Publication of Notice of Approved Tax Rate and Budget (Submit for publication on September 21, 2023)

February 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
			Historic Preservation Commission Budget Discussion	**Staff obtain proper budget request forms from Finance Director
6	7	8	9	10
Parks & Recreation Commission Budget Discussion	CC Meeting: Budget Presentation & Budget Calendar Approval			
13	14	15	16	17
TIRZ Board Budget Discussion Founders Day Commission Budget Discussion			Farmers Market Committee Discussion Emergency Management Commission Budget Discussion	
20	21	22	23	24
		Economic Development Committee Budget Discussion		Departmental IT budget requests due to City Administrator
27	28			
Transportation Committee Budget Discussion				

Budget Activities

- Finance Director provides necessary budget information and request forms to develop individual and department budget requests.
- Staff begins meeting with boards, commissions, committees, and council members to discuss budget recommendations and form budget planning committees, if that is usual practice.
- Staff department heads review IT related software and equipment requests with City Administrator & Finance Director and determine any additional costs related to infrastructure. Requests due to City Administrator & Finance Director by February 24th.

***Dates may vary according to progress*

March 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
		DSRP Board Budget Discussion	Historic Preservation Commission Budget Discussion	HOT Grant Application Available
 <i>Staff review draft budget requests with supervisors and Finance Director</i>				
6	7	8	9	10
Parks & Recreation Commission Budget Discussion				
 <i>Staff review draft budget requests with supervisors and Finance Director</i>				
13	14	15	16	17
TIRZ Board Budget Discussion Founders Day Commission Budget Discussion			Farmers Market Committee Budget Discussion	
20	21	22	23	24
		Economic Development Committee Budget Discussion	Emergency Management Commission Budget Discussion	
27	28	29	30	31
Transportation Committee Budget Discussion				

Budget Activities

- Staff continues meeting with boards, commissions, committees, and council members to discuss budget recommendations and form budget planning committees, if that is usual practice.
- Staff reviews draft budget requests with supervisors and Finance Director.
- HOT Grant Applications become available.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5	6	7
Parks & Recreation Commission Budget Discussion		DSRP Board Budget Discussion	Historic Preservation Commission Budget Discussion	
10	11	12	13	14
TIRZ Board Budget Approve Recommendation Founders Day Commission Budget Discussion				
17	18	19	20	21
			Farmers Market Committee Approve Recommendation Emergency Management Commission Approve Recommendation	City Staff Department Budget Requests Due (Includes individual staff requests)
24	25	26	27	28
Transportation Committee Approve Recommendation		Economic Development Committee Approve Recommendation		
← City Administration Budget Development →				

Budget Activities

- City Staff continues meeting with boards, commissions, committees, and council members to review and approve budget requests and recommendations.
- City Staff continues developing individual and department budget requests and updates them with feedback provided by City Administrators and Finance Director. Due by April 21st.
- City Administrator & Finance Director work with vendors and staff on options and costs for IT related expenses.

May 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2	3	4	5
Parks & Recreation Commission Approve Recommendation		DSRP Board Approve Recommendation	Historic Preservation Commission Approve Recommendation	Board, Commission, Committee, & Council Member Budget Recommendations Due
← City Administration Budget Development →				
8	9	10	11	12
Founders Day Commission Approve Recommendation				
← City Administration Budget Development →				
15	16	17	18	19
← City Administration Budget Development →				
22	23	24	25	26
← Budget Review w/Mayor →				
29	30	31		
← Budget Review w/Mayor →				

Budget Activities

- All board, commission, committee, and council member recommendations due to Finance Director by May 6th, except for the Founders Day Commission Recommendation, which is due May 8th.
- City Administrators and Finance Director draft proposed budget and review with staff and council members as necessary.
- City Administrators and Finance Director begin budget review with the Mayor.

June 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
				HOT Grant Program Recommendation Due
5	6	7	8	9
	CC Meeting: Budget Workshop			
12	13	14	15	16
19	20	21	22	23
	CC Meeting: Budget Workshop			
26	27	28	29	30

Budget Activities

- City Administrators & Finance Director continue discussion with Mayor to finalize budget for filing.
- City Council holds 1st budget workshop to review and discuss proposed budget on June 6th.
 - Review of Budget Process - Presentation of Draft Budget to be Filed – Review of Assumptions
- City Council holds 2nd budget workshop to review and discuss proposed budget on June 20th.
 - Review of General, Agriculture, Landscaping, Sidewalk, & PEG Funds

July 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5	6	7
		CC Meeting: Budget Workshop		
10	11	12	13	14
17	18	19	20	21
	CC Meeting: Budget Workshop			
24	25	26	27	28
31				

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 3rd Budget Workshop on July 5th.
 - Review of Wastewater, Utilities, Impact Fees, & TWDB Project
- City Council holds 4th Budget Workshop on July 18th.
 - Review of Parks (General Fund), DSRP, Parkland Dedication, Parkland Development, & HOT

August 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
	1	2	3	4
	CC Meeting: Budget Workshop			File Proposed Budget with City Secretary and Post on Website
7	8	9	10	11
14	15	16	17	18
	CC Meeting: Budget Workshop Set Proposed Tax Rate			
21	22	23	24	25
			Publication of Proposed Tax Rate & Budget Public Hearings Begin Continuous Notice on City website	
28	29	30	31	

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 5th Budget Workshop on August 1st.
 - Review of Parks (General Fund), DSRP, Parkland Dedication, Parkland Development, & HOT
- Finance Director files proposed budget with City Secretary.
- City Secretary posts proposed budget on city website and copy given to Receptionist for public review.
- City Council holds 6th Budget Workshop on August 15th.
- City Council Sets Proposed Tax Rate on August 15th.
- City Secretary submits notice to Century News and Hays Free Press regarding Public Hearing dates for proposed Tax Rate and Budget on August 17th for publication on August 24th.
- City Secretary begins continuous notification of public hearings on City website on August 24th.

September 2023

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
4	5	6	7	8
	CC Meeting: Budget Workshop Public Hearing on Tax Rate & Budget			
11	12	13	14	15
18	19	20	21	22
	CC Meeting: 2nd Public Hearing on Tax Rate & Budget Budget Adoption Tax Rate Ratification & Adoption	Publication of Tax Rate & Budget on City website File Tax Rate & Budget with County and State Entities		
25	26	27	28	29
			Publication of Notice of Approved Tax Rate & Budget	

Budget Activities

- City Council holds 7th Budget Workshop on September 5th.
- City Council holds Public Hearings for proposed Tax Rate and Budget on September 5th.
- City Council adopts Budget and Tax Rate on September 19th.
- Finance Director prepares Approved Budget for Fiscal Year 2024 with prescribed cover page.
- City Secretary submits notice to Century News and Hays Free Press regarding Approved Tax Rate and Budget on September 21st for publication on September 28th.
- City Secretary files Approved Tax Rate and Budget with Hays County and State Entities.