



FARMERS MARKET COMMITTEE REGULAR MEETING

City of Dripping Springs

Council Chambers, 511 Mercer St, Dripping Springs, TX

Thursday, November 17, 2022 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
Janet Musgrove
Claudia Oney

Staff, Consultants & Appointed/Elected Officials

Farmers Market Manager Charlie Reed
Farmers Market Specialist Johnna Krantz

MINUTES

- 1. Discuss and consider approval of the October 20, 2022, Farmers Market Committee regular meeting minutes.**

VENDOR APPLICATIONS

- 2. Discuss and consider approval of the Farmers Market Vendor Application for Dirt Candy Farm. Applicant: Sky Cutler.**
- 3. Discuss and consider approval of the Farmers Market Vendor Application for Kimchi Rok. Applicant: Jieun Kim.**
- 4. Discuss and consider approval of the Farmers Market Vendor Application for Pachamama Fermented Foods. Applicant: Liliana Orozco.**
- 5. Discuss and consider approval of the Farmers Market Vendor Application for Terra Verde Foods. Applicant: Hugh Sabel.**
- 6. Discuss and consider approval of the Farmers Market Vendor Application for Windy Bar Ranch. Applicant: Michael Klein.**
- 7. Discuss and consider approval of the Farmers Market Vendor Application for Zeman Woodcrafts. Applicant: Lisa Zeman.**

OTHER BUSINESS

- 8. Discuss and consider possible action regarding Amendments to the FY23 Budget.** *Gouri Johannsen, Chair*

REPORTS

- 9. Farmers Market Manager October 2022 Report**
Charlie Reed, Farmers Market Manager
- 10. Famers Market October 2022 Budget Report.**

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

December 15, 2022, at 10:00 a.m.
January 19, 2023, at 10:00 a.m.
February 16, 2023, at 10:00 a.m.

City Council Meetings

December 6, 2022, at 6:00 p.m.
December 20, 2022, 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

Dripping Springs Ranch Park, 1042 Event Center Drive
Dripping Springs, TX 78620

Thursday, October 20, 2022 at 10:00 AM

MINUTES

CALL TO ORDER AND ROLL CALL

Farmers Market Committee Members

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

Staff, Consultants Appointed/Elected Officials

Farmers Market Manager Charlie Reed
Farmers Market Specialist Johnna Krantz

Gouri called meeting to order at 9:59.

Janet was absent.

Camille Macres introduced her self and business in canning, called Private Membership Agreement. Discussion ensued how best to enter Market.

MINUTES

- 1. Discuss and consider approval of the September 15, 2022, Farmers Market Committee regular meeting minutes.**

Niki moved to approve; Erika seconded; date must be corrected to September 15, 2022.
VOTE: unanimous, 6-0.

VENDOR APPLICATIONS

- 2. Discuss and consider approval of the Farmers Market Vendor Application for Bread and Zest. Applicant: Anat Levitan.**

Anat brought her creations to sample, and discuss the features of her creations. Marianne moved to approve application, and allow being in the market, after she is approved for Food Handlers and Cottage Food Law compliance; Niki seconded; VOTE: unanimous, 6-0.

3. Discuss and consider approval of the Farmers Market Vendor Application for Mac and Stees. *Applicant: Meghan Stees.*

Eric Stees presented his products and sources of ingredients and answered questions from Committee members. Marianne moved to approve; Erika seconded; VOTE: unanimous, 6-0.

4. Discuss and consider approval of the Farmers Market Vendor Application for Tootie Pie Co. *Applicant: Kristian Saylor.*

Erika moved to approve applicant, pending receipt of Food Certification and Important Market Rules; Niki seconded; VOTE: unanimous, 6-0.

5. Discuss and consider approval of the Farmers Market Vendor Application for Chef Cibelli. *Applicant: Krystyna M Cibelli-Pettus.*

Need pantry item list and labels. Marianne moved to approve, Gouri seconded; VOTE: unanimous, 6-0.

6. Discuss and consider approval of the Farmers Market Vendor Application for Songland Farms. *Applicant: Dylan Kongos.*

Need Sales Tax Permit (in process); sign Important Market Rules. Niki moved to approve; Marianne seconded; VOTE: unanimous, 6-0.

7. Discuss and consider approval of the Farmers Market Vendor Application for Dripping Springs Montessori School. *Applicant: Daisy Han.*

Need Sales Tax Permit for toys; comply with Cottage Food; Claudia moved to approve; Marianne seconded; VOTE: unanimous, 6-0.

Claudia left meeting.

8. Discuss and consider approval of the Farmers Market Vendor Application for Apache Spirit Ranch. *Applicant: John Rhodes.*

Niki moved to approve, pending receipt of butcher license and weight measurement; Erika seconded; VOTE: unanimous, 5-0.

9. Discuss and consider approval of the Farmers Market Vendor Application for B&G Artisan Gifts. *Applicants: Becky and Greg Terrell.*

Pending receipt of Sales Tax Permit, Marianne moved to approve; Erika seconded. VOTE: unanimous, 5-0.

- 10. Discuss and consider approval of the Farmers Market Vendor Application for Bucker Creek Ranch.** *Applicant: Brooke Livingston.*

Pending receipt of labels and Sales Tax Permit; Niki moved to approve; Erika seconded; VOTE: unanimous, 5-0.

- 11. Discuss and consider approval of the Farmers Market Vendor Application for Lady Lavender's Garden.** *Applicant: Stephanie West.*

Discussed her products and her production techniques. Need labels. Marianne moved to approve; Erika seconded; VOTE: unanimous, 5-0.

REPORTS

- 12. Famers Market September 2022 Budget Report.**

Discussed, no action.

- 13. Farmers Market Manager September 2022 Report**

Charlie Reed, Farmers Market Manager

Checked numbers, no action.

OTHER BUSINESS

- 14. Discuss and consider approval of the 2023 Farmers Market Committee meeting calendar.**

Calendar dates will stay in place for right now. Gouri moved to approve; Marianne seconded; VOTE: unanimous, 5-0.

EXECUTIVE SESSION

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UPCOMING MEETINGS

Farmers Market Committee Meetings

November 17, 2022, at 10:00 a.m.

December 15, 2022, at 10:00 a.m.

City Council & Board of Adjustment Meetings

November 1, 2022, at 6:00 p.m. (CC & BOA)

November 15, 2022, at 6:00 p.m. (CC)

ADJOURN

Gouri adjourned at 12:15

Teresa Strube

Teresa Strube, Secretary

Farmers Market Committee

	FY 2022 Adopted	FY 2022 Amended	Change	FY Adopted
DRIPPING SPRINGS FARMERS MARKET				
Balance Forward	21,835.14	57,773.34	35,938.20	49,380.56
Revenue			-	
201-403-44000 FM Sponsor	1,000.00	3,445.00	2,445.00	5,000.00
201-403-46004 Grant Income	1,000.00	1,000.00	-	1,000.00
201-403-43005 Booth Space	42,000.00	45,250.00	3,250.00	54,600.00
201-403-43006 Applications	2,650.00	1,395.00	(1,255.00)	750.00
201-403-43035 Membership Fee	-	1,282.50	1,282.50	2,600.00
201-403-46002 Interest Income	500.00	85.00	(415.00)	200.00
201-403-46005 Market Event/Merch.	500.00	1,000.00	500.00	1,000.00
201-403-47007 Transfer from General Fund		3,657.83	3,657.83	15,300.59
Total	69,485.14	114,888.67	45,403.53	129,831.15
Expense				
201-403-66001 Advertising	2,600.00	2,600.00	-	3,000.00
201-403-60000 Market Manager	36,884.80	39,195.64	2,310.84	52,679.65
201-403-60001 Market Specialist	-	1,672.65	1,672.65	
201-403-61005 Payroll Tax Expense	3,073.69	3,265.77	192.08	4,281.99
201-403-61000 DSFM Benefits	7,608.13	8,602.54	994.41	8,125.04
201-403-61006 Retirement	2,213.09	2,373.59	160.50	3,173.95
201-403-66010 Entertainment& Activities	1,000.00	1,300.00	300.00	3,000.00
201-403-63004 Dues Fees & Subscriptions	200.00	275.00	75.00	200.00
201-403-66011 Market Event	500.00	-	(500.00)	500.00
201-403-63005 Training	200.00	-	(200.00)	200.00
201-403-64000 Office Expense	100.00	50.00	(50.00)	300.00
201-403-64019 Supplies Expense	400.00	4,500.00	4,100.00	4,000.00
201-403-65000 Network & Phone		247.92	247.92	252.00
201-403-70003 Other Expense	200.00	1,425.00	1,225.00	2,600.00
201-403-71000 Capital Fund	-		-	-
201-403-70002 Contingency Fund	500.00		(500.00)	500.00
201-403-90000 Transfer to Reserve Fund			-	35,000.00
Total Expense	55,479.71	65,508.11	10,028.40	117,812.63
Balance Forward	14,005.43	49,380.56	35,375.13	12,018.52

Farmers Market Manager Report for 11/17/2022 Meeting

by Charlie Reed

Wednesday Market News:

Everything's running smoothly with no incidents to report. Holding steady with 40+ vendors per week.

Saturday Market:

17 vendors for opening market 11/5. 255 customers. Alex Dormont on guitar. Average customer spend was only \$25, but vendors held steady at \$400/each. Vendor mood was ecstatic and customers thanked me for opening a weekend market.

11/12 market cold and windy. 79 customers came out to shop from 11 vendors. Based on this, moving Saturday markets from 9-12 to 10-1.

Vendor & Customer Attendance, Total Sales, and Avg Sales (data below):

Averaged 48 vendors per market in October, which is the highest for a month that we've counted. Customers for the month averaged 500 per market – still down +/-30% from this time last year – and though customer spend remains high, total sales have dipped slightly, with vendors earning \$30 less per market than last year and \$60 less than September.

Pound House, Founders, and the Triangle

Brenda DeWitt with the Pound House has confirmed that the grounds will be reseeded and off-limits through at least the end of the year. With the electrical limitations of the Pool Pavilion, as well as anticipated decrease in vendor attendance in winter months, I'd like to consider moving the market to the Triangle for January and February.

Social Media:

- Instagram followers up to 2,772 (+65 over last month).
- Facebook followers at 6,652 (+52)
- Newsletter subscribers: 1,770 (+40)

Market Bag Sales

FY 2023: 11 bags @ \$110

DSFM Sales Data							
Market Date	10.05	10.12	10.19	10.26	11.02	11.05	11.09
Vendors	48	47	48	49	47	17	43
Vendors Reporting	47	44	47	46	46	16	41
Total Sales	20,351.00	19,526.00	20,417.00	19,293.00	18,427.00	6,353.00	16,840.00
Average per Vendor	433.00	443.77	434.40	419.41	400.59	397.06	410.73
Farmers	2,677.00	3,184.00	2,887.00	2,306.00	2,853.00	1,247.00	3,006.00
Ranchers	4,050.00	5,870.00	5,596.00	4,355.00	4,265.00	1,140.00	4,753.00
Crafts	365.00	375.00	975.00	704.00	460.00	1,553.00	491.00
Foods	13,259.00	10,097.00	10,959.00	11,928.00	10,849.00	2,413.00	8,590.00
Baker	1,595.00	1,167.00	2,300.00	1,830.00	2,402.00	616.00	1,562.00
Beverage	3,017.00	2,320.00	2,102.00	2,566.00	1,904.00	1,182.00	1,457.00
Value Add	7,847.00	5,610.00	5,857.00	6,632.00	5,143.00	615.00	4,271.00
Pet	800.00	1,000.00	700.00	900.00	1,400.00	0.00	1,300.00
Visitors	500	450	500	550	450	255	400
Sales per Capita	\$40.70	\$43.39	\$40.83	\$35.08	\$40.95	\$24.91	\$42.10



DRIPPING SPRINGS
Texas

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - Dripping Springs Farmers Market							
Revenue							
Department: 403 - Farmers Market							
201-403-43005	Booth Rental Fees	54,600.00	54,600.00	4,705.00	4,705.00	-49,895.00	91.38 %
201-403-43006	Application Fees	750.00	750.00	150.00	150.00	-600.00	80.00 %
201-403-43035	Membership Fee	2,600.00	2,600.00	0.00	0.00	-2,600.00	100.00 %
201-403-44000	Sponsorships & Donations	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
201-403-46002	Interest	200.00	200.00	0.43	0.43	-199.57	99.79 %
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	90.00	90.00	-910.00	91.00 %
201-403-47007	Transfer from General Fund	15,300.59	15,300.59	0.00	0.00	-15,300.59	100.00 %
	Department: 403 - Farmers Market Total:	80,450.59	80,450.59	4,945.43	4,945.43	-75,505.16	93.85%
	Revenue Total:	80,450.59	80,450.59	4,945.43	4,945.43	-75,505.16	93.85%
Expense							
Department: 403 - Farmers Market							
201-403-60000	Regular Employees	52,679.65	52,679.65	3,942.58	3,942.58	48,737.07	92.52 %
201-403-61000	Health Insurance	8,125.04	8,125.04	589.48	589.48	7,535.56	92.74 %
201-403-61001	Dental Insurance	0.00	0.00	34.74	34.74	-34.74	0.00 %
201-403-61002	Medicare	0.00	0.00	57.16	57.16	-57.16	0.00 %
201-403-61003	Social Security	0.00	0.00	244.44	244.44	-244.44	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	233.40	233.40	2,940.55	92.65 %
201-403-63004	Dues, Fees & Subscriptions	200.00	200.00	0.00	0.00	200.00	100.00 %
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	0.00	300.00	100.00 %
201-403-64019	Market Supplies	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
201-403-65000	Network/Phone	252.00	252.00	0.00	0.00	252.00	100.00 %
201-403-66001	Advertising	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
201-403-66010	Events, Entertainment & Activities	3,000.00	3,000.00	228.88	228.88	2,771.12	92.37 %
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	0.00	0.00	2,600.00	100.00 %
201-403-90000	Transfer to Reserve Fund	35,000.00	35,000.00	0.00	0.00	35,000.00	100.00 %
	Department: 403 - Farmers Market Total:	117,812.63	117,812.63	5,330.68	5,330.68	112,481.95	95.48%
	Expense Total:	117,812.63	117,812.63	5,330.68	5,330.68	112,481.95	95.48%
	Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79	98.97%
	Report Surplus (Deficit):	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79	98.97%

Budget Report

For Fiscal: FY 2022-2023 Period Ending Item 10. 2

Group Summary

Department	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Fund: 201 - Dripping Springs Farmers Market						
Revenue						
403 - Farmers Market	80,450.59	80,450.59	4,945.43	4,945.43	-75,505.16	93.85%
Revenue Total:	80,450.59	80,450.59	4,945.43	4,945.43	-75,505.16	93.85%
Expense						
403 - Farmers Market	117,812.63	117,812.63	5,330.68	5,330.68	112,481.95	95.48%
Expense Total:	117,812.63	117,812.63	5,330.68	5,330.68	112,481.95	95.48%
Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79	98.97%
Report Surplus (Deficit):	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79	98.97%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - Dripping Springs Farmers M	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79
Report Surplus (Deficit):	-37,362.04	-37,362.04	-385.25	-385.25	36,976.79