



MAIN STREET ALLIANCE

Monday, November 15, 2021 – 5:15 PM

109 North Kaufman Street, Mount Vernon, Texas 75457

AGENDA

Call to Order and announce a quorum is present

Consent Agenda

Items on the Consent Agenda are approved by a single action of the Board, with such approval applicable to all items appearing on the Consent Agenda. A Board Member may request any item to be removed from the Consent Agenda and considered as a separate item.

1. Minutes 9-20-21
2. September 2021 financial report
3. October 2021 financials

Action Items

4. Consider and Act upon approval of changes made to Farmer's Market Guidelines.

Discussion Items (no action will be taken)

Wine Festival April 1st and 2nd

Committee Reports

Organization: Gay, Erica, Ketrell, Lindsay

Economic Vitality: Bonnie, Jonathan, Lindsay

Design: Jennifer, Gay, Bonnie, Crystal

Promotions: Crystal, Ketrell, Jonathan, Jennifer

Manager Update

Adjournment

/s/ Jonathan Jones
Jonathan Jones, Chair

Attest:

/s/ Kathy Lovier
Kathy Lovier - City Secretary
Posted November 12, 2021 @ 4:00 pm



MAIN STREET ALLIANCE

Monday, September 20, 2021 – 5:15 PM

109 North Kaufman Street, Mount Vernon, Texas 75457

MINUTES

Call to Order and announce a quorum is present

PRESENT

Vice-Chair Jonathan Jones
Board Member Gay Travis
Board Member Jennifer Beene
Board Member Erica Clasby
Board Member Ketrrell Taylor

ABSENT

Chair Betsy Gekiere
Board Member Crystal Copeland
Board Member Bonnie McAllister
Board Member Lindsay Bliss

VISITORS

Brad Hyman
Matthew Anders

Consent Agenda

Items on the Consent Agenda are approved by a single action of the Board, with such approval applicable to all items appearing on the Consent Agenda. A Board Member may request any item to be removed from the Consent Agenda and considered as a separate item.

1. Minutes 7/19/2021
2. July 2021 financial report
3. August 2021 financial report

Motion made by Board Member Taylor to approve the consent agenda, Seconded by Board Member Travis.

Voting Yea: Vice-Chair Jones, Board Member Travis, Board Member Beene, Board Member Clasby, Board Member Taylor

Action Items

4. Consider and Act upon Farmer's Market Guidelines and Application.

Motion made by Board Member Travis made a motion to make the following amendments to the Farmer's Market Vendor Guidelines: under vendor spaces #5. adding that the tents should not have tarps, sheets, or blankets attached to them., the hours will be amended to begin at 7:00 a.m. for set up, market opens at 8:00 a.m. and closes at 12:00 p.m. (noon). under permitted products concessions will be removed and all those seeking to do concession should be forwarded to City Hall for instruction, the only times these food vendors would be permitted would be during 2nd Saturday events which are considered a special event, Seconded by Board Member Beene.

Voting Yea: Vice-Chair Jones, Board Member Travis, Board Member Beene, Board Member Clasby, Board Member Taylor

5. Consider and Act upon accepting resignation of Betsy Gekiere.

Motion made by Board Member Travis to accept Betsy Gekiere's resignation, Seconded by Board Member Taylor.

Voting Yea: Vice-Chair Jones, Board Member Travis, Board Member Beene, Board Member Clasby, Board Member Taylor

6. Consider and Act upon appointment of Board Officers.

Motion made by Board Member Beene to nominate Jonathan Jones as Chair person, Seconded by Board Member Travis.

Voting Yea: Board Member Travis, Board Member Beene, Board Member Clasby Board Member Taylor

Voting Abstaining: Vice-Chair Jones

Motion made by Board Member Clasby to nominate Jennifer Beene as Vice-Chair person, Seconded by Board Member Taylor.

Voting Yea: Board Member Travis, Board Member Jones, Board Member Clasby, Board Member Taylor

Voting Abstaining: Vice-Chair Beene

Discussion Items (no action will be taken)

Taste of Smokey Row

Committee appointments

The decision to cancel the Taste of Smokey Row was made but Ladies Night out will be hosted in November and December, Vice-Chair Beene will get this together due to having done this for several years, she will get information out to everyone as soon as possible.

Committee appointments were made as follows:

Organization: Gay, Erica, Ketrell, Lindsay

Economic Vitality: Bonnie, Jonathan, Lindsay

Design: Jennifer, Gay, Bonnie, Crystal

Promotions: Crystal, Ketrell, Jonathan, Jennifer

Committee Reports:

- Organization -
- Economic Vitality -
- Design -
- Promotions -

The last Farmer's Market will be 9/25/21, Wine Festival will be on April 1st and April 2nd

Adjournment

Motion made by Board Member Taylor to adjourn the meeting at 5:56 p.m., Seconded by Board Member Beene. Voting Yea: Vice-Chair Jones, Board Member Travis, Board Member Beene, Board Member Clasby, Board Member Taylor

Jonathan Jones, Chair

ATTEST:

Kathy Lovier – City Secretary

10-05-2021 10:43 AM

CITY OF MOUNT VERNON
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: SEPTEMBER 30TH, 2021

PAGE: 9

01 --GENERAL FUND
 DEPARTMENT --M150 Main Street
 DEPARTMENTAL EXPENDITURES

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
5150.001 WAGES	40,764	0.00	29,031.62	0.00	11,732.38	71.22
5150.003 PROMOTIONAL	8,000	4,755.00	5,537.50	0.00	2,462.50	69.22
5150.004 POSTAGE	0	0.00	6.08	0.00 (6.08)	0.00
5150.005 DUES/SUBSCRIPTIONS	1,500	0.00	1,229.00	0.00	271.00	81.93
5150.006 COMPUTER/TECH	800	89.31	3,242.51	0.00 (2,442.51)	405.31
5150.007 FACADE GRANT	21,000	20,000.00	20,000.00	0.00	1,000.00	95.24
5150.008 MAIN STREET EVENTS	5,000	0.00	1,307.41	0.00	3,692.59	26.15
5150.009 SPECIAL PROJECTS	1,000	0.00	459.33	0.00	540.67	45.93
5150.025 UNEMPLOYMENT EXP (TEC)	300	0.00	252.00	0.00	48.00	84.00
5150.032 SOCIAL SECURITY (FICA)	2,527	0.00	1,885.15	0.00	641.85	74.60
5150.033 MEDICARE	591	0.00	440.91	0.00	150.09	74.60
5150.034 TML INSURANCE	8,099	0.00	6,082.93	0.00	2,016.07	75.11
5150.035 RETIREMENT (TMRS)	4,806	0.00	3,660.92	0.00	1,145.08	76.17
5150.037 TELEPHONE	1,000	40.42	1,077.25	0.00 (77.25)	107.73
5150.039 OVERTIME	0	0.00	48.88	0.00 (48.88)	0.00
5150.042 SCHOOL/TRAINING/TRAVEL	4,000	0.00	150.00	0.00	3,850.00	3.75
5150.044 SUPPLIES	700	0.00	1,174.67	0.00 (474.67)	167.81
5150.053 LONGEVITY	800	0.00	800.00	0.00	0.00	100.00
TOTAL 150 Main Street	100,887	24,884.73	76,386.16	0.00	24,500.84	75.71

10-05-2021 10:45 AM
YEAR : Oct-2020 / Sep-2021
FUND : 01 -GENERAL FUND
DEPT : 150 MAIN STREET

G / L D E T A I L vs B U D G E T

PERIOD TO USE: Sep-2021 THRU Sep-2021
ACCOUNTS: 5150.01 THRU 5150.053

DATE	TRAN #	REFERENCE	DESCRIPTION	VENDOR	INV/JE #/PO #	BUDGET	ACTIVITY	BALANCE					
	5150.025		UNEMPLOYMENT EXP (TEC)										
==ACCT TOTALS==						CURRENT BUDGET:	300.00	YTD ACTIVITY:	252.00	ENCUMBERED:	0.00	BALANCE:	48.00
	5150.032		SOCIAL SECURITY (FICA)										
==ACCT TOTALS==						CURRENT BUDGET:	2,527.00	YTD ACTIVITY:	1,885.15	ENCUMBERED:	0.00	BALANCE:	641.85
	5150.033		MEDICARE										
==ACCT TOTALS==						CURRENT BUDGET:	591.00	YTD ACTIVITY:	440.91	ENCUMBERED:	0.00	BALANCE:	150.09
	5150.034		TML INSURANCE										
==ACCT TOTALS==						CURRENT BUDGET:	8,099.00	YTD ACTIVITY:	6,082.93	ENCUMBERED:	0.00	BALANCE:	2,016.07
	5150.035		RETIREMENT (TMRS)										
==ACCT TOTALS==						CURRENT BUDGET:	4,806.00	YTD ACTIVITY:	3,660.92	ENCUMBERED:	0.00	BALANCE:	1,145.08
	5150.037		TELEPHONE										
9/22	A45634	CHK: 060002	SUDDENLINK	6650	SUDDENLINK	202109229621	83.33	40.42	42.91				
==ACCT TOTALS==						CURRENT BUDGET:	1,000.00	YTD ACTIVITY:	1,077.25	ENCUMBERED:	0.00	BALANCE:	77.25CR
	5150.039		OVERTIME										
==ACCT TOTALS==						CURRENT BUDGET:	0.00	YTD ACTIVITY:	48.88	ENCUMBERED:	0.00	BALANCE:	48.88CR

10-05-2021 10:45 AM
YEAR : Oct-2020 / Sep-2021
FUND : 01 -GENERAL FUND
DEPT : 150 MAIN STREET

G / L D E T A I L vs B U D G E T

PERIOD TO USE: Sep-2021 THRU Sep-2021
ACCOUNTS: 5150.01 THRU 5150.053

DATE	TRAN #	REFERENCE	DESCRIPTION	VENDOR	INV/JE #/PO #	BUDGET	ACTIVITY	BALANCE
	5150.042		SCHOOL/TRAINING/TRAVEL					
==ACCT TOTALS==		CURRENT BUDGET:	4,000.00	YTD ACTIVITY:	150.00	ENCUMBERED:	0.00	BALANCE: 3,850.00
	5150.044		SUPPLIES					
==ACCT TOTALS==		CURRENT BUDGET:	700.00	YTD ACTIVITY:	1,174.67	ENCUMBERED:	0.00	BALANCE: 474.67CR
	5150.053		LONGEVITY					
==ACCT TOTALS==		CURRENT BUDGET:	800.00	YTD ACTIVITY:	800.00	ENCUMBERED:	0.00	BALANCE: 0.00

10-05-2021 10:45 AM
YEAR : Oct-2020 / Sep-2021
FUND : 02 -UTILITY FUND
DEPT : 150

G / L D E T A I L vs B U D G E T

PERIOD TO USE: Sep-2021 THRU Sep-2021
ACCOUNTS: 5150.01 THRU 5150.053

DATE	TRAN #	REFERENCE	DESCRIPTION	VENDOR	INV/JE #/PO #	BUDGET	ACTIVITY	BALANCE					
	5150.041		BAD DEBT STORM WATER				1.48CR						
9/14	U10575	DEPOSIT	BAD DEBT PAY POSTING			8.33	1.48CR	9.81					
==ACCT TOTALS==						CURRENT BUDGET:	100.00	YTD ACTIVITY:	125.21	ENCUMBERED:	0.00	BALANCE:	25.21CR

REPORT TOTALS

CURRENT BUDGET	PERIOD ACTIVITY	YTD ACTIVITY	ENCUMBERED	BALANCE
22,923.00	38.94	15,697.92	0.00	7,225.08

10-05-2021 10:45 AM
YEAR : Oct-2020 / Sep-2021
FUND : * -ALL
DEPT : ALL

G / L D E T A I L vs B U D G E T

PERIOD TO USE: Sep-2021 THRU Sep-2021
ACCOUNTS: 5150.01 THRU 5150.053

DEPARTMENT TOTALS

DEPARTMENT	ORIGINAL BUDGET	CURRENT BUDGET	PERIOD ACTIVITY	YTD ACTIVITY	BALANCE
150	22,923.00	22,923.00	38.94	15,697.92	7,225.08
===DEPT TOTALS===	22,923.00	22,923.00	38.94	15,697.92	7,225.08

SELECTION CRITERIA

FISCAL YEAR: Oct-2020 / Sep-2021
FUND: ALL
PERIOD TO USE: Sep-2021 THRU Sep-2021

ACCOUNT SELECTION

ACCOUNT RANGE: 5150.01 THRU 5150.053
DIGIT SELECTION:
DEPARTMENT RANGE: - THRU -

PRINT OPTIONS

REPORT TYPE: DETAIL
TRANSACTIONS: BOTH
ACTIVE FUNDS ONLY: NO
ACTIVE ACCOUNT ONLY: NO
OMIT ACCOUNTS WITH NO ACTIVITY: NO
OMIT TOTALS ON ACCOUNTS WITH NO ACTIVITY: YES
OMIT ACCOUNTS WITH NO BUDGET: NO
PAGE BREAK AFTER DEPT: NO
PRINT RESTRICTED ACCOUNTS: NO
PRINT DEPARTMENT TOTALS: NO
PRINT TOTALS: Monthly
PRINT: INVOICE #
BUDGET: Monthly

*** END OF REPORT ***

CITY OF MOUNT VERNON
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: OCTOBER 31ST, 2021

Item 3.

01 -GENERAL FUND
 DEPARTMENT -M150 Main Street
 DEPARTMENTAL EXPENDITURES

REVENUES	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	TOTAL ENCUMBERED	BUDGET BALANCE	% YTD BUDGET
5150.001 WAGES	35,000	0.00	0.00	0.00	35,000.00	0.00
5150.003 PROMOTIONAL	8,000	0.00	0.00	0.00	8,000.00	0.00
5150.004 POSTAGE	0	0.00	0.00	0.00	0.00	0.00
5150.005 DUES/SUBSCRIPTIONS	1,500	0.00	0.00	0.00	1,500.00	0.00
5150.006 COMPUTER/TECH	1,800	864.31	864.31	0.00	935.69	48.02
5150.007 FACADE GRANT	21,000	0.00	0.00	0.00	21,000.00	0.00
5150.008 MAIN STREET EVENTS	5,000	0.00	0.00	0.00	5,000.00	0.00
5150.009 SPECIAL PROJECTS	1,000	0.00	0.00	0.00	1,000.00	0.00
5150.025 UNEMPLOYMENT EXP (TEC)	300	0.00	0.00	0.00	300.00	0.00
5150.032 SOCIAL SECURITY (FICA)	2,176	0.00	0.00	0.00	2,176.00	0.00
5150.033 MEDICARE	508	0.00	0.00	0.00	508.00	0.00
5150.034 TML INSURANCE	8,340	0.00	0.00	0.00	8,340.00	0.00
5150.035 RETIREMENT (TMRS)	3,661	0.00	0.00	0.00	3,661.00	0.00
5150.037 TELEPHONE	1,000	40.16	40.16	0.00	959.84	4.02
5150.039 OVERTIME	0	0.00	0.00	0.00	0.00	0.00
5150.042 SCHOOL/TRAINING/TRAVEL	4,000	0.00	0.00	0.00	4,000.00	0.00
5150.044 SUPPLIES	700	0.00	0.00	0.00	700.00	0.00
5150.053 LONGEVITY	0	0.00	0.00	0.00	0.00	0.00
TOTAL 150 Main Street	93,985	904.47	904.47	0.00	93,080.53	0.96

11-04-2021 8:45 AM
 YEAR : Oct-2020 / Sep-2021
 FUND : 01 -GENERAL FUND
 DEPT : 150 MAIN STREET

G / L D E T A I L vs B U D G E T

PAGE: 1

Item 3.

PERIOD TO USE: Oct-2021 THRU Oct-2021
 ACCOUNTS: 5150.001 THRU 5150.053

DATE TRAN # REFERENCE =====DESCRIPTION===== VENDOR INV/JE #/PO # =====BUDGET===== =====ACTIVITY===== =====BALANCE=====

5150.001 WAGES

==ACCT TOTALS== CURRENT BUDGET: 40,764.00 YTD ACTIVITY: 29,031.62 ENCUMBERED: 0.00 BALANCE: 11,732.38

5150.003 PROMOTIONAL

==ACCT TOTALS== CURRENT BUDGET: 8,000.00 YTD ACTIVITY: 5,537.50 ENCUMBERED: 0.00 BALANCE: 2,462.50

5150.004 POSTAGE

==ACCT TOTALS== CURRENT BUDGET: 0.00 YTD ACTIVITY: 6.08 ENCUMBERED: 0.00 BALANCE: 6.08CR

5150.005 DUES/SUBSCRIPTIONS

==ACCT TOTALS== CURRENT BUDGET: 1,500.00 YTD ACTIVITY: 1,229.00 ENCUMBERED: 0.00 BALANCE: 271.00

5150.006 COMPUTER/TECH

10/06 A45688 CHK: 060059 ARCHIVE SOCIAL, INC. 228 ARCHIVE SOCIAL, 18297 796.00
 10/06 A45727 CHK: 060098 VIDALYON STUDIOS 199 VIDALYON STUDIO 530E5D3C-0010 43.98
 10/28 A45790 CHK: 060164 COMPLETE BUSINESS SY 4170 COMPLETE BUSINE INV1422496 24.33
 =====OCT TOTAL===== 66.63 864.31 797.68CR

==ACCT TOTALS== CURRENT BUDGET: 800.00 YTD ACTIVITY: 4,106.82 ENCUMBERED: 0.00 BALANCE: 3,306.82CR

5150.007 FACADE GRANT

==ACCT TOTALS== CURRENT BUDGET: 21,000.00 YTD ACTIVITY: 20,000.00 ENCUMBERED: 0.00 BALANCE: 1,000.00

5150.008 MAIN STREET EVENTS

DATE TRAN # REFERENCE =====DESCRIPTION===== VENDOR INV/JE #/PO # =====BUDGET===== =====ACTIVITY===== =====BALANCE=====

5150.008 MAIN STREET EVENTS * (CONTINUED) *

==ACCT TOTALS== CURRENT BUDGET: 5,000.00 YTD ACTIVITY: 1,307.41 ENCUMBERED: 0.00 BALANCE: 3,692.59

5150.009 SPECIAL PROJECTS

==ACCT TOTALS== CURRENT BUDGET: 1,000.00 YTD ACTIVITY: 459.33 ENCUMBERED: 0.00 BALANCE: 540.67

5150.025 UNEMPLOYMENT EXP (TEC)

==ACCT TOTALS== CURRENT BUDGET: 300.00 YTD ACTIVITY: 252.00 ENCUMBERED: 0.00 BALANCE: 48.00

5150.032 SOCIAL SECURITY (FICA)

==ACCT TOTALS== CURRENT BUDGET: 2,527.00 YTD ACTIVITY: 1,885.15 ENCUMBERED: 0.00 BALANCE: 641.85

5150.033 MEDICARE

==ACCT TOTALS== CURRENT BUDGET: 591.00 YTD ACTIVITY: 440.91 ENCUMBERED: 0.00 BALANCE: 150.09

5150.034 TML INSURANCE

==ACCT TOTALS== CURRENT BUDGET: 8,099.00 YTD ACTIVITY: 6,082.93 ENCUMBERED: 0.00 BALANCE: 2,016.07

5150.035 RETIREMENT (TMRS)

==ACCT TOTALS== CURRENT BUDGET: 4,806.00 YTD ACTIVITY: 3,660.92 ENCUMBERED: 0.00 BALANCE: 1,145.08

Item 3.

DATE	TRAN #	REFERENCE	DESCRIPTION	VENDOR	INV/JE #/PO #	BUDGET	ACTIVITY	BALANCE

	5150.037		TELEPHONE					
10/20	A45773	CHK: 060141	SUDDENLINK	6650 SUDDENLINK	202110209669		40.16	
				===OCT TOTAL===		83.37	40.16	43.21

==ACCT TOTALS== CURRENT BUDGET:			1,000.00	YTD ACTIVITY:	1,117.41	ENCUMBERED:	0.00	BALANCE: 117.41CR

	5150.039		OVERTIME					
==ACCT TOTALS== CURRENT BUDGET:			0.00	YTD ACTIVITY:	48.88	ENCUMBERED:	0.00	BALANCE: 48.88CR

	5150.042		SCHOOL/TRAINING/TRAVEL					
==ACCT TOTALS== CURRENT BUDGET:			4,000.00	YTD ACTIVITY:	150.00	ENCUMBERED:	0.00	BALANCE: 3,850.00

	5150.044		SUPPLIES					
==ACCT TOTALS== CURRENT BUDGET:			700.00	YTD ACTIVITY:	1,174.67	ENCUMBERED:	0.00	BALANCE: 474.67CR

	5150.053		LONGEVITY					
==ACCT TOTALS== CURRENT BUDGET:			800.00	YTD ACTIVITY:	800.00	ENCUMBERED:	0.00	BALANCE: 0.00

Mount Vernon Farmers Market: Vendor Guidelines



MISSION STATEMENT

To provide an outlet for the community to meet and support their local farmers and producers in a seasonal, open-air market that allows them to shop for fresh, regionally-grown and produced items. To provide a monthly event series, which features an expanded market, local artisans, specialty retailers, live entertainment and family-friendly activities.

MARKET GOALS

1. Introduce high-quality, seasonal produce and food products to the local community.
2. Bring additional artisans, entertainment and activities to create an expanded market experience monthly.
3. Partner with local farms, producers, and artisans to assist with promotion and access to the local market.
4. Educate the community about the health and economic benefits of buying local and seasonal products.
5. To promote the Historic Main Street Districts and business within.

MARKET GUIDELINES

Vendor Application Process

1. All vendors must complete the **FREE** application process to be eligible to sell their products, which includes:
 - a. Submission of a completed application form to the Market Manager
 - b. Obtaining application approval from the Market Manager **prior** to attending a Market
2. Vendors under the age of 18 must have a parent/guardian approval on the registration form and be accompanied by an adult while at the Market.
3. New applications will not be accepted the day of the Market – please plan accordingly to obtain approval, prior to your first planned Market attendance day.
4. Applying does not guarantee approval.
5. Market Manager reserves the right to reject any vendor application, or specific item listed on the application, which is deemed unsafe, inappropriate for family viewing, or not in character with the spirit of the Market.

Vendor Spaces

1. Booth spaces, including premium plaza spaces, are assigned on a first-come basis, with exception of:
 - a. Winery and Brew Pub vendors, which must follow TABC regulations with an assigned space
 - b. Select booth spaces reserved by the Market Manager for Second Saturdays on the Square events (for things such as featured activities, entertainment, animal adoptions, event sponsors, etc.)
2. Booth spaces are 10' x 10', located on the upper portion, on the Plaza Square in downtown Mount Vernon (113 Main St.):
 - a. Requests for larger spaces must be approved in writing by the Market Manager in advance.
 - b. The gazebo on the plaza is not considered a booth space.
 - c. Parking spaces are not considered booth spaces
 - d. **Booths may not have any blankets/tarps/sheets obstructing booth or canopy.**
3. Plaza stairways and walkways must not be obstructed.
4. Electrical power is available at each corner of the plaza. Vendors must bring their own 50 ft. heavy duty extension cord. There is no additional fee to use electricity.
5. Vendors must supply their own tent, sufficient tent weights, tables, chairs, signage, refrigeration, displays, and any other supplies they require for their booth areas or for customer sales.
6. All vendor products and signage must be contained within their booth space.
7. The vendor business name and location (city or county), and product pricing, should be prominently displayed.

Mount Vernon Farmers Market: Vendor Guidelines



Market Times

1. The Farmers Market will be open every Saturday, rain or shine, from May through September
2. The Second Saturdays on the Square events will occur on the Second Saturday of May through September
3. Vendors may begin setting up no earlier than **7:00 am**, and must be complete, with service vehicles removed, no later than **7:50 am** to be ready for Market Opening at **8:00 am**.
4. On regular Farmers Market days, vendors with produce may setup earlier if desired.
5. The official time of the Market is **8:00 AM – 12 Noon CST**; Second Saturdays Event time is 8 am – 1 pm CST.
6. Once the Market closes, vendors must have all items removed, and their booth spaces cleaned, within **45** minutes. Public trash receptacles are not to be used for disposal of produce boxes or unsold produce/products.
7. If another event is booked for the downtown Plaza area, where event times will conflict with our market times, all vendors will be notified in advance of any changes required.
8. Should a Second Saturday event be cancelled due to inclement weather, the Market Manager will notify vendors via email and Facebook announcements no later than 5:00pm the day before the event.

Permitted Products

1. The Market prefers vendors who offer products grown or produced locally (within a 50-mile radius) or regionally (within a 150-mile radius) whenever possible.
2. The following Vendor Types are allowed:

Vendor Type	Description	Examples (include, not limited to)
Farmers Market	Sell items that are locally grown or produced by the vendor (no reselling)	EXAMPLES: vegetables, fruits, herbs, poultry, meat, eggs, nuts, plants, and flowers, cheese, yogurt, jams, jellies, pickles, relishes, honey, salsas, sauces, vinegars, breads, pastries, pies, cookies, candy, nut and fruit butters, granola, dry mixes, roasted coffee beans, dry tea, or other prepared, canned or baked goods
Specialty Retail	Sell items made or repurposed by the vendor, evidencing skilled workmanship and high quality; other carefully selected retail items may be allowed	EXAMPLES: crafts, jewelry, clothing, accessories, bath and body items, candles, soaps, home décor, furniture, sculpture, woodcarving, blown glass, original photography, drawings, and paintings, original art forms; other boutique or unique retail items at Market Manager discretion
Wine / Beer	Wineries and Brew Pubs selling their wine and beer	
Concessions	Sell for items for consumption on-site or packaged to go	Cooking on-site, food trucks, non-profit fund raisers should all be directed to City Hall for further direction and permitting
Non-Profit Org	Tax-exempt organizations who attend for promotion, donation and/or education purposes	EXAMPLES: Mount Vernon Animal Shelter, United Way of Franklin County, Mt. Vernon Cares, Community Food Bank of Franklin County, Friends of the Franklin County Library, etc.

3. Special exceptions to sell small farm animals (chicks, ducklings, rabbits) may be allowed only with prior approval from the Market Manager (sanitary considerations will apply).

Mount Vernon Farmers Market: Vendor Guidelines



Vendor Conduct

1. Vendors shall conduct themselves in a professional and courteous manner.
2. Vendors shall ensure their booth spaces are kept clean and free from safety hazards.
3. Vendors shall respect the Plaza property and local businesses.
4. Vendors shall not use loud or aggressive promotion techniques. All sales activity must occur within their own booth space.
5. Vendors are liable for their own products, including compliance with applicable federal, state, and health regulations which may govern their products and applicable sales tax requirements.
6. Vendors are responsible to hold all required permits, exemptions, licenses, and insurance policies for their business, which must be visibly presented, should the Texas State Comptroller visit and request this evidence.
7. Vendors selling food items must follow Texas Cottage Food Law in regards to product labeling, and types of products. <https://texascottagefoodlaw.com>.
8. Vendors who receive customer complaints regarding conduct or quality, or fail to adhere to these guidelines, may have their registration and selling privileges revoked for a limited time, the whole season or indefinitely.

General Guidelines

1. The Market is dog friendly to friendly dogs, but they must be on a leash.
2. Mount Vernon Main Street is not responsible for lost, stolen, or damaged property.
3. Market Manager reserves the right to refuse participation to any applicant or to revoke selling privileges for failure to adhere to these guidelines.
4. Market Manager reserves the right to visit a vendor's farm or place of production with reasonable notice.
5. Vendors are encouraged to participate in any surveys or questionnaires related to market data collection.
6. Market guidelines may be amended at the discretion of the Market Manager, Main Street Manager, or the City of Mount Vernon without prior notice.

MARKET CONTACTS

Please contact one of the following with any ideas, questions, concerns, grievances, or for volunteer opportunities:

Email: mountvernontxfarmersmarket@gmail.com

Website: www.MountVernonTXFarmersMarket.com

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