

**City of Dripping Springs**  
**Farmers Market Association Board Meeting Agenda**  
**Tuesday, February 10, 2015 at 10:00 AM**  
**City Hall, 511 Mercer Street, Dripping Springs, Texas**

**I. CALL TO ORDER AND ROLL CALL**

COMMISSION:

Marianne Simmons - Chair	Gouri Johannsen	Brandon Willin
Kambra Bolch	Aimee Mick	Teresa Strube
Aubrey Munguia	Vacancy	

Market Managers: Stacy Qualls and Carolyn Hodges

**II. PRESENTATION BY CITIZENS**

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Board President. The Board President may establish a time limit on each citizen wishing to speak.*

**III. MINUTES**

- A. Approval of Regular Meeting Minutes, January 13, 2015
- B. Approval of Special Meeting Minutes, January 20, 2015

**IV. BUSINESS**

*Discussion and possible action regarding:*

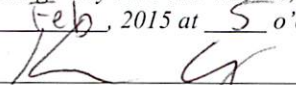
- A. Proposed Revisions to the Vendor Application
- B. Board Vacancy
- C. Injury and Safety at the Market - Procedures for Vendors Setting Up and Taking Down Tents (*Sponsor: Board Member Aimee Mick*)
- D. 2015 Market Events Planning Discussion - Update
- E. Vendor Social/Orientation Planning
- F. PA System
- G. Market Layout

**V. ANNOUNCEMENTS**

- A. Regular City Council Meeting, February 10, 2015 at 5:30 p.m.
- B. Regular City Council Meeting, February 17, 2015 at 6:00 p.m.
- C. Regular Farmers Market Association Board Meeting, March 10, 2015 at 10:00 a.m.

**VI. Adjourn**

*All agenda items listed above are eligible for discussion and action unless otherwise specifically noted. Notice is posted in accordance with Chapter 551, Government Code, Vernon's Texas Codes, Annotated. I certify that the above notice of meeting was posted at City of Dripping Springs City Hall and website, [www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com) on the 5<sup>th</sup> of Feb, 2015 at 5 o'clock PM.*

  
\_\_\_\_\_  
Kerri Craig, City Secretary

*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.*

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Aubrey Munguia	Vacancy	

Market Managers: Stacy Qualls and Carolyn Hodges

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**III. MINUTES**

- A. Approval of Regular Meeting Minutes, January 13, 2015 2
- B. Approval of Special Meeting Minutes, January 20, 2015 4

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- A. Proposed Revisions to the Vendor Application
- B. Board Vacancy
- C. Injury and Safety at the Market - Procedures for Vendors Setting Up and Taking Down Tents (*Sponsor: Board Member Aimee Mick*)
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Kerri Craig, City Secretary

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**MEETING MINUTES**

**City of Dripping Springs  
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**I. CALL TO ORDER AND ROLL CALL**

COMMISSION:

Marianne Simmons - Chair	Gouri Johannsen	Brandon Willin
Kambra Bolch	Aimee Mick	Teresa Strube
Aubrey Munguia	Vacancy	

Market Managers: Carolyn Hodges and Stacy Qualls

The Regular Meeting of the City of Dripping Springs Farmers Market Association was called to order at 10:05 AM, Tuesday, January 13, 2015 by Marianne Simmons, Chair. Roll call was taken and members present included Gouri Johannesen, Teresa Strube, Kambra Bolch, Brandon Willin and Aimee Mick, acting as secretary. Member absent was Aubrey Munguia. Also present were Carolyn Hodges, Market Manager and Stacy Qualls, Market Manager. Carolyn Hodges announced she will be stepping back in her role as a market manager and serve in a substitution role.

**II. PRESENTATION BY CITIZENS**

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak.*

**There was no presentation by citizens.**

**III. MINUTES**

A. Approval of Regular Meeting Minutes, December 16, 2014

**A motion to approve December 16, 2014 Regular Meeting minutes was made by Marianne Simmons and seconded by Teresa Strube, VOTE: 6-for, 0-against, 1-absent. Motion passes.**

**IV. BUSINESS**

*Discussion and possible action regarding:*

A. Vendor Applications

1. Pending Applications

**none**

2. New Applications

**none**

B. Proposed Revisions to the Vendor Application

**This subject was tabled until additional work could be accomplished by subcommittee.**

C. Advertising

1. Report on Current Ads

**No Board Action was taken.**

D. Possible Nominees for Board Vacancy

**No Board Action was taken.**

E. Board Contact List – Revised

**No Board Action was taken.**

F. New Board Members Training

1. Required Open Meetings Act Training Video -  
<https://www.texasattorneygeneral.gov/faq/og-open-government-training-information>
2. Open Meetings Act Handbook, Public Information Act Handbook, and Other Resources - <https://www.texasattorneygeneral.gov/og/open-government-resources>
3. Open Meetings Act FAQs - Texas Attorney General's website -  
<https://www.texasattorneygeneral.gov/faq/og-frequently-asked-questions#oma>

G. FY 2015 Budget Review, Current Income Statement and Discuss Amendment

A motion to amend the budget to was made by Kambra Bolch and seconded by Brandon Willin. Amendments included

-increasing budget for coordinators to \$7,500.00, up from \$6,760.00.

-a \$40 application fee will apply to all vendors regardless of start date, and all application fees will be renewable each March.

-note current funding in the budget for boosting Facebook.

-note current funding to continue membership with Texas Department of Agriculture.

**VOTE: 6-for, 0-against, 1-absent. Motion passes.**

H. Recommendation for Creation of Advisory Committee for Veterans Memorial Park/The Triangle

Discussion regarding the City of Dripping Springs Parks and Recreation proposing to form an advisory board and at least one Dripping Springs Farmers Market Board member will participate. Possible participants, Marianne Simmons, Teresa Strube, Kambra Bolch and possibly Stacy Qualls.

I. Report on "Buy Fresh, Buy Local" Steering Committee Meeting (Jan 7, 2014)

Brandon Willin and Gouri Johannesen will attend with Marianne Simmons. No Board Action was taken.

V. ANNOUNCEMENTS

- A. Regular City Council Meeting, January 13, 2015 at 5:30 p.m.
- B. Regular Founders Day Commission Meeting, January 13, 2015 at 6:30 p.m.
- C. Special Farmers Market Association Board Meeting, January 20, 2015 at 10:00 a.m.
- D. Regular Founders Day Commission Meeting, January 26, 2015 at 6:30 p.m.
- E. Regular Planning & Zoning Meeting, January 27, 2015 at 7:00 p.m.
- F. Regular Historic Preservation Commission Meeting, February 2, 2015 at 5:30 p.m.
- G. Regular Parks & Recreation Commission Meeting, February 9, 2015, at 6:00 p.m.
- H. Regular Farmers Market Association Board Meeting, February 10, 2015 at 10:00 a.m.

VI. Adjourn

A motion was made by Gouri Johannesen and seconded by Brandon Willin to adjourn the Regular Meeting of the City of Dripping Springs Farmers Market Association. **VOTE: 6-for, 0-against, 1-absent. Motion passes.**

**MEETING MINUTES**

**City of Dripping Springs  
Farmers Market Association Board Meeting Agenda  
Tuesday, January 20, 2015 at 10:00 AM  
City Hall, 511 Mercer Street, Dripping Springs, Texas**

**I. CALL TO ORDER AND ROLL CALL**

COMMISSION:

Marianne Simmons - Chair	Gouri Johannsen	Brandon Willin
Kambra Bolch	Aimee Mick	Teresa Strube
Aubrey Munguia	Vacancy	

Market Managers: Carolyn Hodges and Stacy Qualls

The Special Planning Meeting of the City of Dripping Springs Farmers Market Association was called to order at 10:07 AM, Tuesday, January 20, 2015 by Gouri Johannesen. Roll call was taken and members present included, Teresa Strube, Kambra Bolch, and Aimee Mick, acting as secretary. Member absent were Marianne Simmons, Brandon Willin, and Aubrey Munguia. Also present was Stacy Qualls, Market Manager.

**II. PRESENTATION BY CITIZENS**

*Floor open to discussion on any subject. No action may be taken by law. Citizens wishing to speak shall do so after being recognized by the Chair. The Chair may establish a time limit on each citizen wishing to speak.*

There was no presentation by citizens.

**III. BUSINESS**

*Discussion and possible action regarding:*

**A. 2015 Market Events Planning Discussion**

Discussion was held and suggestions were made to include items throughout the year to increase participation in the market. Items included Chef demonstrations, presentations by Hays County Extension office, story time with the library, Pound House related presentations and other presentations/visitors to further the mission of the farmers market.

- 1. Planning Worksheet
- 2. Coordinate Events Around Other Dripping Springs Area Events
- 3. Other Ideas

**B. Vendor Social/Orientation Planning**

**C. Volunteers for Special Events**

**D. PA System**

This item was tabled to the next regular meeting

**E. Website Updates**

This item is complete.

**IV. ANNOUNCEMENTS**

- A. Regular Parks and Recreation Commission Meeting, January 26, 2015 at 6:00 p.m.
- B. Regular Founders Day Commission Meeting, January 26, 2015 at 6:30 p.m.
- C. Regular Planning & Zoning Commission Meeting, January 27, 2015 at 7:00 p.m.
- D. Regular Historic Preservation Commission Meeting, February 2, 2015 at 5:30 p.m.
- E. Special Planning and Zoning Commission Meeting, February 5, 2015 at 6:00 p.m.

F. Regular Parks & Recreation Commission Meeting, February 9, 2015, at 6:00 p.m.

G. Regular Founders Day Commission Meeting, February 9, 2015 at 6:30 p.m.

H. Regular Farmers Market Association Board Meeting, February 10, 2015 at 10:00 a.m.

**V. Adjourn**

A motion was made by Kambra Bolch and seconded by Teresa Strube to adjourn the Special Meeting of the City of Dripping Springs Farmers Market Association at 12:18pm. **VOTE: 4-for, 0-against, 3-absent. Motion passes.**



From: [Gouri Johannsen](mailto:gourijohannsen@gmail.com)  
To: [Craig, Kerri](mailto:craig.kerri@gmail.com)  
Subject: Fwd: FW: Map of Triangle  
Date: Thursday, February 5, 2015 11:06:00 AM

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For Boardbook, re: Market Layout

----- Forwarded message -----

From: **Gouri Johannsen** <[gourijohannsen@gmail.com](mailto:gourijohannsen@gmail.com)>  
Date: Mon, Feb 3, 2014 at 1:27 PM  
Subject: Re: FW: Map of Triangle  
To: "Touchstone, Jo Ann" <[jtoustone@cityofdrippingsprings.com](mailto:jtoustone@cityofdrippingsprings.com)>  
Cc: "[carolynhodes@marykay.com](mailto:carolynhodes@marykay.com)" <[mkcarolynhodes@gmail.com](mailto:mkcarolynhodes@gmail.com)>

Jo Ann and Carolyn,

I worked a little on the Booth layout on the 3D software and here are some samples. I will need more data to make this streamlined. We can spend a few min after the next meeting and you can provide your input and I can get this done for you.

Some Notes:

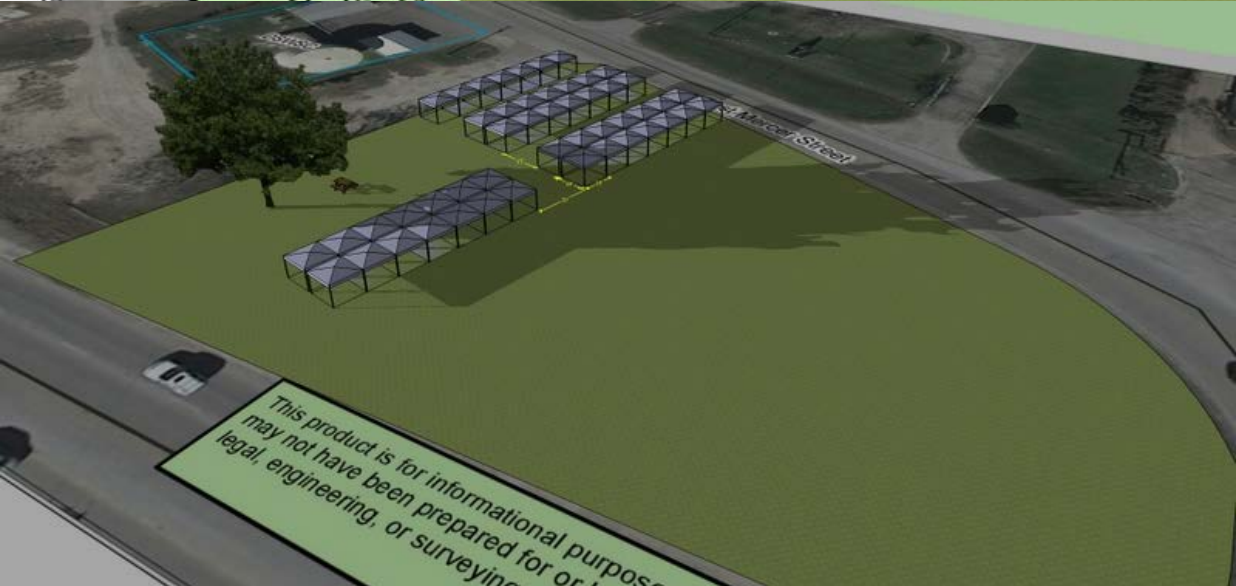
I have done two layout one for Summer and one for winter.  
I added some sun and shadows detail

More input that will be useful:

- Actual usable area, keeping in mind obstructions, slopes etc.
- Any obstructions that need to be avoided
- Anything else?

Gouri.







On Wed, Jan 22, 2014 at 11:15 AM, Touchstone, Jo Ann <[jtoustone@cityofdrippingsprings.com](mailto:jtoustone@cityofdrippingsprings.com)> wrote:

Here is map I sent Ralph.

Jo Ann

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**From:** Touchstone, Jo Ann  
**Sent:** Tuesday, January 07, 2014 4:37 PM  
**To:** 'RD Morren'  
**Subject:** RE: Map of Triangle

He made this for you.

Jo Ann

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**From:** RD Morren [<mailto:morrenrd@yahoo.com>]  
**Sent:** Tuesday, January 07, 2014 3:53 PM  
**To:** Touchstone, Jo Ann  
**Subject:** Re: Map of Triangle

JoAnn,

Ask them what scale the photo was done at (i.e. 1/1000 or what exactly). Thanks

Ralph

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**From:** "Touchstone, Jo Ann" <[jtoustone@cityofdrippingsprings.com](mailto:jtoustone@cityofdrippingsprings.com)>  
**To:** RD Morren <[morrenrd@yahoo.com](mailto:morrenrd@yahoo.com)>  
**Sent:** Tuesday, January 7, 2014 3:46 PM  
**Subject:** Map of Triangle

Ralph,

Is this helpful regarding parking? Its what our planner gave me.... Let me know.

*Jo Ann Touchstone, TRMC*

City Secretary

City of Dripping Springs

PO Box 384/511 Mercer St.

Dripping Springs, TX 78620

p [512.858.4725](tel:512.858.4725)

f [512.858.5646](tel:512.858.5646)

[jtouchstone@cityofdrippingsprings.com](mailto:jtouchstone@cityofdrippingsprings.com)

[www.cityofdrippingsprings.com](http://www.cityofdrippingsprings.com)

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