



Farmers Market Committee Regular Meeting

City of Dripping Springs Ranch Park House

1042 Event Center Drive – Dripping Springs, Texas

Thursday, March 21, 2024, at 10:00 AM

AGENDA

CALL TO ORDER AND ROLL CALL

Committee Members

Gouri Johannsen, Chair

Marianne Simmons, Vice Chair

Nikki Dahlin

Erika Fritz

Janet Musgrove

Sherrie Parks

Teresa Strube

Claudia Oney

Staff, Consultants, & Appointed/Elected Officials

Parks & Community Services Director Andy Binz

Farmers Market Manager Charlie Reed

Community Events Coordinator Johnna Krantz

Deputy City Administrator Shawn Cox

VENDOR APPLICATIONS

- 1. Discuss and consider possible action regarding Farmers Market Vendor Applications.**
 - a. Gelee, Applicant Farahday Morgan
 - b. Aqueflora on Evelyn, Applicant Michael Hernandez
 - c. Florecita Farms, Applicant Sara Pereira
 - d. Terra Purezza (Update), Applicant Orion Weldon

REPORTS

- 2. Farmers Market Manager Report**
Charlie Reed, Market Manager
- 3. Farmers Market Budget Report**

BUSINESS AGENDA

- 4. Presentation and discussion regarding the Fiscal Year 2025 Farmers Market Committee Budget Recommendation.**

UPCOMING MEETINGS

Farmers Market Committee Meetings

April 18, 2024, at 10:00 a.m.

May 16, 2024, at 10:00 a.m.

June 20, 2024, at 10:00 a.m.

City Council Meetings

April 2, 2024, at 6:00 p.m.

April 16, 2024, at 6:00 p.m.

May 7, 2024, at 6:00 p.m.

May 21, 2024, 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.

DSFM Vendor Applications – March 21, 2024

Notice: Applications may be viewed using the link below. Contents of applications are confidential, and this link is not to be shared with anyone beyond the FM Committee or city employees.

Link: [DSFM Vendor Applications \(review only Green “Accepted” applications listed below\)](#)

Applications to be reviewed and considered for approval at March meeting:

1. **Gelee**, Applicant *Farahday Morgan*
2. **Aqueflora on Evelyn**, Applicant *Michael Hernandez*
3. **Florecita Farms**, Applicant *Sara Pereira*

Application Update:

4. **Terra Purezza**, Applicant *Orion Weldon*

If above link does not work, type or paste the following:

<https://www.iotform.com/inbox/223005215283141?st=T0l2eEs4a3laQXRGdnJnakNweEt3NnVEMTRkT3VLWnlQbUFFTUJIS284R1hYSFhCWXZMMm1MdHpPMVBQM1dSZERYb1lQRit3cmZ3UUlybmttVnBNWGhPaWJ3OVVHcXhEaUxCL1B6UEdpakZ1UkdhUnhxTG5vOTdGRjh2bDJCVFA=>

Farmers Market Manager Report for 3/21/2024 Meeting

by Charlie Reed

Last Month's Market News:

- Averaged **44** vendors/market (+12 from January) (+3 from February 2023)
 - *Most since May 2023*
- **465** customers/market (+142 from January) (+160 from February 2023)
 - *Most since October 2022*
- Total sales per market: **\$19,495** (+5,409 from January) (+5,456 from February 2023)
 - *Most since May 2023*
- Average per vendor: **\$461** (+13 from January) (+104 from February 2023)
 - *Most since May 2023*

Vendor Issues:

Everyone seems very, very happy.

Spring Venue Change:

With the sidewalk construction bid approved by Council on March 4, work will begin imminently, and we will be relocating to DSRP beginning March 27th.

Social Media:

- Instagram followers: 3,810 (+149 over January 2024).
- Facebook followers: 7,473 (+128)
- Newsletter subscribers: 2,090 (+29)

DSFM Sales Data									
Market Date	2.07	2.14	2.21	2.28	3.06	3.13	Y-Total	Y-Avg	Share
Market	1	1	1	1	1	1	24		
Vendors	47	43	42	42	51	42	918	38	
Vendors Reporting	46	41	41	41	49	41	903	38	100%
Total Sales	21,794.00	17,070.00	22,895.00	16,219.00	22,266.00	20,783.00	371,148	15,465	100%
Average per Vendor	473.78	416.34	558.41	395.59	454.41	506.90	411.02		
Farmers	1,686.00	1,258.00	1,648.00	1,520.00	1,711.00	2,667.00	37,288	1,554	
#V	4.5	3.5	4.0	5.5	5.0	7.0	125.0	5.2	13.84%
Sales/V	374.67	359.43	412.00	276.36	342.20	381.00	298		10.05%
Ranchers	6,137.00	4,342.00	7,932.00	4,514.00	6,016.00	4,337.00	104,609	4,359	
#V	11.0	9.0	11.0	9.0	10.0	7.0	191.0	8.0	21.15%
Sales/V	557.91	482.44	721.09	501.56	601.60	619.57	548		28.19%
Crafts	1,567.00	1,497.00	1,041.00	605.00	1,281.00	1,549.00	21,950	915	
#V	6.0	6.0	4.0	4.0	7.0	4.0	99.0	4.1	10.96%
Sales/V	261.17	249.50	260.25	151.25	183.00	387.25	222		5.91%
Foods - Ttl Bake/Bev/VA/Pet	12,404.00	9,973.00	12,274.00	9,580.00	13,258.00	12,230.00	207,301	8,638	
#V	24.5	22.5	22.0	22.5	27.0	23.0	488.0	20.3	54.04%
Sales/V	506.29	443.24	557.91	425.78	491.04	531.74	425		55.85%
Baker	2,731.00	2,087.00	2,656.00	2,985.00	2,879.00	2,508.00	36,951	1,540	
#V	5.5	3.0	5.5	6.0	6.0	4.0	80.0	3.3	8.86%
Sales/V	496.55	695.67	482.91	497.50	479.83	627.00	462		9.96%
Beverage	2,123.00	1,476.00	1,443.00	1,376.00	1,851.00	1,842.00	31,425	1,309	
#V	4	4	4	4.5	4	4	86	4	9.47%
Sales/V	530.75	421.71	412.29	305.78	462.75	460.50	368		8.47%
Value Add	5,452.00	4,737.00	6,675.00	3,819.00	6,481.00	6,280.00	102,549	4,273	
#V	13.0	14.0	12.0	11.0	15.0	14.0	283.5	11.8	31.40%
Sales/V	419.38	338.36	556.25	347.18	432.07	448.57	362		27.63%
Pet	2,098.00	1,673.00	1,500.00	1,400.00	2,047.00	1,600.00	36,376	1,516	
#V	2	2	1	1	2	1	39	2	4.32%
Sales/V	1,049.00	836.50	1,500.00	1,400.00	1,023.50	1,600.00	933		9.80%
Visitors	500	400	575	385	475	520	8,770	365	

Totals and Averages by Month (FY'24)													
	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	FY '23
# Markets	4	5	4	5	4	2							24
# Markets Counted	4	5	4	5	4	2							24
Vendors	146	205	141	158	174	93							917
Vendors Reporting	143	203	140	157	169	90							902
Total Sales	\$55,827	\$75,627	\$48,239	\$70,428	\$77,978	\$43,049							\$371,148
Avg. per Market	\$13,957	\$15,125	\$12,060	\$14,086	\$19,495	\$21,525	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$15,465
Average per Vendor	\$390.40	\$372.55	\$344.56	\$448.59	\$461.41	\$478.32	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$411.47
Vendors per Market	37	41	35	32	44	47	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	38
Customers	1350	1725	1225	1615	1860	995							8,770
Per Market	338	345	306	323	465	498	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	365
Sales per Customer	\$41.35	\$43.84	\$39.38	\$43.61	\$41.92	\$43.27	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!	\$42.32



City of Dripping Springs, TX

Item 3.
Detail Report
Account Detail

Date Range: 10/01/2023 - 02/29/2024

DRIPPING SPRINGS
Texas

Account	Name					Beginning Balance	Total Activity	Ending Balance
Fund: 201 - Dripping Springs Farmers Market								
201-403-43005	Booth Rental Fees					0.00	-12,808.00	-12,808.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/30/2023	BRPKT00469	Dripping Springs Farm		CivicRec Rev			-2,886.00	-2,886.00
10/30/2023	GLPKT02864	JN01542		Reallocation of DSFM Revenue to FY202			2,886.00	0.00
01/05/2024	BRPKT00531	Dripping Springs Farm		CivicRec Rev. Dep into GF			-9,197.00	-9,197.00
01/31/2024	BRPKT00531	Dripping Springs Farm		CivicRec Rev. Dep. into GF			-3,611.00	-12,808.00
201-403-43006 Application Fees								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/30/2023	BRPKT00469	Dripping Springs Farm		CivicRev Rev			-90.00	-90.00
10/30/2023	GLPKT02864	JN01542		Reallocation of DSFM Revenue to FY202			90.00	0.00
01/05/2024	BRPKT00531	Dripping Springs Farm		CivicRec Rev. Dep. into GF			-180.00	-180.00
201-403-43035 Membership Fee								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
01/05/2024	BRPKT00531	Dripping Springs Farm		CivicRec Rev. Dep. into GF			-40.00	-40.00
201-403-46001 Other Revenues								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
02/28/2024	CLPKT01636	R00004456		CivicRec PCS Rev - Itinerant Vendor Civi			-70.00	-70.00
201-403-46002 Interest								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/31/2023	BRPKT00469	Dripping Springs Farm		October Interest			-131.58	-131.58
11/30/2023	BRPKT00497	Dripping Springs Farm		November Interest			-129.94	-261.52
12/29/2023	BRPKT00510	Dripping Springs Farm		December Interest			-125.37	-386.89
01/31/2024	BRPKT00531	Dripping Springs Farm		January Interest			-164.00	-550.89
02/29/2024	BRPKT00546	Dripping Springs Farm		February Interest			-156.80	-707.69
201-403-46005 Market Events/Merchandise								
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/11/2023	CLPKT01348	R00003545		Market Bags Market Events/Merchandi			-40.00	-40.00
02/28/2024	CLPKT01636	R00004455		Market BAGs Market Events/Merchandi			-40.00	-80.00

Detail Report

Date Range: 10/01/2023 - Item 3. 4

Account		Name				Beginning Balance	Total Activity	Ending Balance
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
<u>201-403-60000</u>		Regular Employees				0.00	24,151.59	24,151.59
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			2,056.18	2,056.18
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			2,179.54	4,235.72
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			2,179.54	6,415.26
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			2,179.54	8,594.80
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			2,179.55	10,774.35
12/06/2023	PYPKT00631	PYPKT00631 - PR - Lon		- - Pay 12/6/2023			300.00	11,074.35
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			2,179.54	13,253.89
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			2,179.54	15,433.43
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			2,179.54	17,612.97
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			2,179.54	19,792.51
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			2,179.54	21,972.05
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			2,179.54	24,151.59
<u>201-403-61000</u>		Health Insurance				0.00	2,645.26	2,645.26
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			240.20	240.20
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			240.20	480.40
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			240.54	720.94
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			240.54	961.48
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			240.54	1,202.02
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			240.54	1,442.56
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			240.54	1,683.10
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			240.54	1,923.64
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			240.54	2,164.18
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			240.54	2,404.72
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			240.54	2,645.26
<u>201-403-61001</u>		Dental Insurance				0.00	185.35	185.35
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			16.85	16.85
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			16.85	33.70
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			16.85	50.55
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			16.85	67.40
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			16.85	84.25
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			16.85	101.10
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			16.85	117.95
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			16.85	134.80
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			16.85	151.65
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			16.85	168.50
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			16.85	185.35

Detail Report

Date Range: 10/01/2023 - Item 3. 4

Account		Name				Beginning Balance	Total Activity	Ending Balance
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
201-403-61002		Medicare				0.00	349.18	349.18
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			29.73	29.73
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			31.51	61.24
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			31.51	92.75
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			31.51	124.26
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			31.51	155.77
12/06/2023	PYPKT00631	PYPKT00631 - PR - Lon		- - Pay 12/6/2023			4.35	160.12
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			31.51	191.63
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			31.51	223.14
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			31.51	254.65
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			31.51	286.16
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			31.51	317.67
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			31.51	349.18
201-403-61003		Social Security				0.00	1,493.20	1,493.20
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			127.10	127.10
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			134.75	261.85
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			134.75	396.60
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			134.75	531.35
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			134.75	666.10
12/06/2023	PYPKT00631	PYPKT00631 - PR - Lon		- - Pay 12/6/2023			18.60	684.70
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			134.75	819.45
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			134.75	954.20
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			134.75	1,088.95
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			134.75	1,223.70
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			134.75	1,358.45
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			134.75	1,493.20
201-403-61004		Unemployment				0.00	139.48	139.48
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			34.87	34.87
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			34.87	69.74
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			34.87	104.61
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			34.87	139.48

Detail Report

Date Range: 10/01/2023 - Item 3. 4

Account		Name				Beginning Balance	Total Activity	Ending Balance
201-403-61006		TMRS				0.00	1,431.44	1,431.44
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/06/2023	PYPKT00549	PYPKT00549 - PR 10-0		PYPKT00549 - PR 10-06-2023 - Pay 10/6			124.60	124.60
10/20/2023	PYPKT00553	PYPKT00553 - PR 10-2		PYPKT00553 - PR 10-20-2023 - Pay 10/2			132.08	256.68
11/03/2023	PYPKT00560	PYPKT00560 - PR 11-0		PYPKT00560 - PR 11-03-2023 - Pay 11/3			132.08	388.76
11/15/2023	PYPKT00569	PYPKT00569 - PR 11-1		PYPKT00569 - PR 11-17-2023 - Pay 11/1			132.08	520.84
12/01/2023	PYPKT00579	PYPKT00579 - PR 12-0		PYPKT00579 - PR 12-01-2023 - Pay 12/1			132.08	652.92
12/15/2023	PYPKT00641	PYPKT00641 - AP 12-1		PYPKT00641 - AP 12-15-2023-1 - Pay 12			132.08	785.00
12/29/2023	PYPKT00649	PYPKT00649 - PR 12-2		PYPKT00649 - PR 12-29-2023 - Pay 12/2			132.08	917.08
01/12/2024	PYPKT00663	PYPKT00663 - PR 01-1		PYPKT00663 - PR 01-12-2024 - Pay 1/12			128.59	1,045.67
01/26/2024	PYPKT00669	PYPKT00669 - PR 01-2		PYPKT00669 - PR 01-26-2024 - Pay 1/26			128.59	1,174.26
02/09/2024	PYPKT00673	PYPKT00673 - PR 02-0		PYPKT00673 - PR 02-09-2024 - Pay 2/9/			128.59	1,302.85
02/23/2024	PYPKT00676	PYPKT00676 - PR 02-2		PYPKT00676 - PR 02-23-2024 - Pay 2/23			128.59	1,431.44
201-403-63004		Dues, Fees & Subscriptions				0.00	132.69	132.69
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
10/31/2023	BRPKT00469	Dripping Springs Farm		Service Charge			20.00	20.00
12/08/2023	BRPKT00510	Dripping Springs Farm		Service Fee			137.98	157.98
12/21/2023	BRPKT00510	Dripping Springs Farm		Service Fee			25.00	182.98
01/10/2024	BRPKT00531	Dripping Springs Farm		Service Charge			161.02	344.00
02/29/2024	BRPKT00546	Dripping Springs Farm		Close out of previous account w/waive			-211.31	132.69
201-403-64000		Office Supplies				0.00	38.99	38.99
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/14/2023	APPKT00810	0005107	5742	FM - Inv. 35573245	00209 - Quill LLC		38.99	38.99
201-403-65000		Network/Phone				0.00	62.70	62.70
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
12/14/2023	APPKT00810	0005091	5743	FM	00302 - T-Mobile		20.90	20.90
01/03/2024	APPKT00834	0005166	5749	FM	00302 - T-Mobile		20.90	41.80
02/02/2024	APPKT00873	0005370	5752	FM	00302 - T-Mobile		20.90	62.70
201-403-66001		Advertising				0.00	62.53	62.53
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance
11/09/2023	APPKT00760	0004910	5736	FM	00427 - Charles Reed		62.53	62.53

Detail Report

Date Range: 10/01/2023 - Item 3. 4

Account						Name			Beginning Balance	Total Activity	Ending Balance
201-403-66010						Events, Entertainment & Activities			0.00	1,038.95	1,038.95
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
10/19/2023	APPKT00727	0004730	5730	FM - Entertainment	00003 - Alexander C. Dormont		50.00	50.00			
10/19/2023	APPKT00727	0004731	5731	FM - Entertainment	00333 - Bob Slaughter		50.00	100.00			
10/27/2023	APPKT00740	0004786	5732	FM - Entertainment	00299 - Jerry Rivers		50.00	150.00			
10/31/2023	APPKT00747	0004830	5733	FM - Entertainment	00362 - Jerry Kirk		50.00	200.00			
11/07/2023	APPKT00756	0004850	5734	FM - Entertainment	00333 - Bob Slaughter		50.00	250.00			
11/09/2023	APPKT00760	0004904	5735	FM - Entertainment	00003 - Alexander C. Dormont		50.00	300.00			
11/17/2023	APPKT00770	0004919	5737	FM - Entertainment	00299 - Jerry Rivers		50.00	350.00			
11/29/2023	APPKT00779	0004976	5738	FM - Entertainment	00507 - Sharon Bourbonnais		50.00	400.00			
12/05/2023	APPKT00791	0005031	5739	FM - Entertainment	00362 - Jerry Kirk		50.00	450.00			
12/06/2023	APPKT00798	0005044	5740	FM	00427 - Charles Reed		59.51	509.51			
12/14/2023	APPKT00810	0005090	5741	FM - Entertainment	00333 - Bob Slaughter		50.00	559.51			
12/20/2023	APPKT00820	0005116	5744	FM - Entertainment	00003 - Alexander C. Dormont		50.00	609.51			
01/03/2024	APPKT00834	0005163	5746	FM - Reimbursement	00519 - Debbie Cardineau		29.44	638.95			
01/03/2024	APPKT00834	0005164	5747	FM - Entertainment	00362 - Jerry Kirk		50.00	688.95			
01/03/2024	APPKT00834	0005165	5748	FM - Entertainment	00299 - Jerry Rivers		50.00	738.95			
01/12/2024	APPKT00844	0005243	5750	FM - Entertainment	00003 - Alexander C. Dormont		50.00	788.95			
02/02/2024	APPKT00873	0005352	5751	FM - Entertainment	00362 - Jerry Kirk		50.00	838.95			
02/09/2024	APPKT00887	0005420	5753	FM - Entertainment	00333 - Bob Slaughter		50.00	888.95			
02/15/2024	APPKT00907	0005485	5754	FM - Entertainment	00003 - Alexander C. Dormont		100.00	988.95			
02/23/2024	APPKT00924	0005552	5756	FM - Entertainment	00507 - Sharon Bourbonnais		50.00	1,038.95			
201-403-66011						Market Event			0.00	100.00	100.00
Post Date	Packet Number	Source Transaction	Pmt Number	Description	Vendor	Project Account	Amount	Running Balance			
01/03/2024	APPKT00834	0005162	5745	FM - Petty Cash	00427 - Charles Reed		60.00	60.00			
02/23/2024	APPKT00924	0005551	5755	FM - Petty Cash reimbursement	00427 - Charles Reed		40.00	100.00			
Total Fund: 201 - Dripping Springs Farmers Market:						Beginning Balance:	0.00	Total Activity:	17,945.67	Ending Balance:	17,945.67
Grand Totals:						Beginning Balance:	0.00	Total Activity:	17,945.67	Ending Balance:	17,945.67

Fund Summary

Fund	Beginning Balance	Total Activity	Ending Balance
201 - Dripping Springs Farmers Market	0.00	17,945.67	17,945.67
Grand Total:	0.00	17,945.67	17,945.67

February				
GL Type	GL Code/Desc	GL Debit	GL Credit	GL Net
Revenue	Vendor Booths	-83	4781	4698
Revenue	Vendor Application	-30	120	90
Revenue	Sponsorships	0	50	50
Revenue	Merchandise	0	20	20
Totals for GL Codes		-113	4971	4858

2024 YTD				
GL Type	GL Code/Desc	GL Debit	GL Credit	GL Net
Revenue	Vendor Booths	-1169	23022	21853
Revenue	Vendor Application	-30	570	540
Revenue	Sponsorships	0	50	50
Revenue	Merchandise	0	20	20
Totals for GL Codes		1199	23662	22463



City of Dripping Springs, TX

Item 3.
Budget Report
Account Summary

For Fiscal: FY 2024 Period Ending: 02/29/2024

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	70,000.00	70,000.00	0.00	12,808.00	-57,192.00	81.70 %
201-403-43006	Application Fees	1,800.00	1,800.00	0.00	180.00	-1,620.00	90.00 %
201-403-43035	Membership Fee	2,000.00	2,000.00	0.00	40.00	-1,960.00	98.00 %
201-403-44000	Sponsorships & Donations	4,000.00	4,000.00	0.00	0.00	-4,000.00	100.00 %
201-403-46001	Other Revenues	0.00	0.00	70.00	70.00	70.00	0.00 %
201-403-46002	Interest	1,300.00	1,300.00	156.80	707.69	-592.31	45.56 %
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	40.00	80.00	-920.00	92.00 %
201-403-47007	Transfer from General Fund	16,679.31	16,679.31	0.00	0.00	-16,679.31	100.00 %
	Department: 403 - Farmers Market Total:	97,779.31	97,779.31	266.80	13,885.69	-83,893.62	85.80%
	Revenue Total:	97,779.31	97,779.31	266.80	13,885.69	-83,893.62	85.80%
Expense							
Department: 403 - Farmers Market							
201-403-60000	Regular Employees	56,968.21	56,968.21	4,359.08	24,151.59	32,816.62	57.61 %
201-403-61000	Health Insurance	6,676.72	6,676.72	481.08	2,645.26	4,031.46	60.38 %
201-403-61001	Dental Insurance	0.00	0.00	33.70	185.35	-185.35	0.00 %
201-403-61002	Medicare	0.00	0.00	63.02	349.18	-349.18	0.00 %
201-403-61003	Social Security	0.00	0.00	269.50	1,493.20	-1,493.20	0.00 %
201-403-61004	Unemployment	0.00	0.00	69.74	139.48	-139.48	0.00 %
201-403-61005	Federal Withholding	4,610.07	4,610.07	0.00	0.00	4,610.07	100.00 %
201-403-61006	TMRS	3,363.97	3,363.97	257.18	1,431.44	1,932.53	57.45 %
201-403-63004	Dues, Fees & Subscriptions	200.00	200.00	-211.31	132.69	67.31	33.66 %
201-403-63005	Training/Continuing Education	100.00	100.00	0.00	0.00	100.00	100.00 %
201-403-63023	General Maintenance	2,200.00	2,200.00	0.00	0.00	2,200.00	100.00 %
201-403-64000	Office Supplies	200.00	200.00	0.00	38.99	161.01	80.51 %
201-403-65000	Network/Phone	200.00	200.00	20.90	62.70	137.30	68.65 %
201-403-66001	Advertising	4,700.00	4,700.00	0.00	62.53	4,637.47	98.67 %
201-403-66010	Events, Entertainment & Activities	3,000.00	3,000.00	250.00	1,038.95	1,961.05	65.37 %
201-403-66011	Market Event	0.00	0.00	40.00	100.00	-100.00	0.00 %
201-403-70002	Contingencies/Emergency Fund	500.00	500.00	0.00	0.00	500.00	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:	117,718.97	117,718.97	5,632.89	31,831.36	85,887.61	72.96%
	Expense Total:	117,718.97	117,718.97	5,632.89	31,831.36	85,887.61	72.96%
	Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99	10.00%
	Report Surplus (Deficit):	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99	10.00%

Budget Report

For Fiscal: FY 2024 Period Ending: Item 3. 4

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	97,779.31	97,779.31	266.80	13,885.69	-83,893.62	85.80%
Revenue Total:	97,779.31	97,779.31	266.80	13,885.69	-83,893.62	85.80%
Expense						
403 - Farmers Market	117,718.97	117,718.97	5,632.89	31,831.36	85,887.61	72.96%
Expense Total:	117,718.97	117,718.97	5,632.89	31,831.36	85,887.61	72.96%
Fund: 201 - Dripping Springs Farmers Market Surplus (Deficit):	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99	10.00%
Report Surplus (Deficit):	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99	10.00%

Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
201 - Dripping Springs Farmers M	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99
Report Surplus (Deficit):	-19,939.66	-19,939.66	-5,366.09	-17,945.67	1,993.99



DRIPPING SPRINGS Texas

City of Dripping Springs FY 2025 Tax Rate & Budget Adoption Important Dates & Deadlines

Approved by Council: March 5, 2024

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 2025. 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 04, 2024: Budget Workshop
- June 18, 2024: Budget Workshop
- July 02, 2024: Budget Workshop
- July 16, 2024: Budget Workshop
- August 06, 2024: Budget Workshop, Set Proposed Tax Rate, and Discussion
- August 20, 2024: Budget Workshop
- September 03, 2024: Budget Workshop, Public Hearings on Tax Rate and Budget, and Possible Adoption of the Budget*
- September 17, 2024: 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 17, 2024.*

***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 Committee
- 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 2025 Tax Rate & Budget Adoption
Important Dates & Deadlines

Item 4.

March 5, 2024	City Council Approval of Budget Calendar and Presentation on Legislative Changes to the Budget Process
May 17, 2024	City Staff Department Budget Requests Due to Administration (includes individual staff member requests submitted to supervisors and IT related requests)
May 31, 2024	Board, Commission and Committee Budget Recommendations Due; City Staff Employee Pay Recommendations Due from Department Heads
June 4, 2024	City Council Budget Workshop
June 18, 2024	City Council Budget Workshop
June 28, 2024	Finance files Proposed Budget with City Secretary
July 2, 2024	City Council Budget Workshop
July 16, 2024	City Council Budget Workshop
August 6, 2024	City Council Budget Workshop, Set Proposed Tax Rate, and Discussion
August 15, 2024	Publication of Notice of Proposed Tax Rate, and Tax Rate and Budget Public Hearings (Submit for publication August 8, 2024)
August 15, 2024	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
August 20, 2024	City Council Budget Workshop
September 3, 2024	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 17, 2024, City Council meeting)
September 17, 2024	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 18, 2024	Publication of Tax Rate and Budget on City Website, File Tax Rate and Budget with County and State Entities
September 26, 2024	Publication of Notice of Approved Tax Rate and Budget (Submit for publication on September 19, 2024)

March 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
				1
4	5	6	7	8
	CC Meeting: Budget Presentation & Budget Calendar Approval		Historic Preservation Commission Budget Discussion	**Staff obtain proper budget request forms from Finance Director
11	12	13	14	15
Founders Day Commission Budget Discussion		DSRP Board Budget Discussion		
18	19	20	21	22
TIRZ Board Budget Discussion		Parks & Recreation Commission Budget Discussion	Farmers Market Committee Discussion Emergency Management Commission Budget Discussion	
25	26	27	28	29
Transportation Committee Budget Discussion Founders Day Commission Budget Discussion		Economic Development Committee Budget Discussion		Departmental IT budget requests due to City Administrator

Budget Activities

- Finance 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 Administration, Finance & IT and determine any additional costs related to infrastructure. Requests due to Administration & Finance by March 29th.

April 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2	3	4	5
			Historic Preservation Commission Budget Discussion	HOT Grant Application Available
← <i>Staff review draft budget requests with supervisors and Finance Director</i> →				
8	9	10	11	12
		DSRP Board Budget Discussion		
← <i>Staff review draft budget requests with supervisors and Finance Director</i> →				
15	16	17	18	19
TIRZ Board Budget Discussion Founders Day Commission Budget Discussion		Parks & Recreation Commission Budget Discussion	Farmers Market Committee Budget Discussion Emergency Management Committee Budget Discussion	
22	23	24	25	26
Transportation Committee Budget Discussion		Economic Development Committee Budget Discussion		
29	30			

***Dates may vary according to progress*

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.

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
		1	2	3
			Historic Preservation Commission Approve Recommendation	HOT Grant Applications Due
6	7	8	9	10
		DSRP Board Approve Recommendation		
13	14	15	16	17
TIRZ Board Budget Approve Recommendation Founders Day Commission		Parks & Recreation Commission Approve Recommendation	Farmers Market Committee Approve Recommendation Emergency Management Committee Approve Recommendation	City Staff Department Budget Requests Due (Includes individual staff requests)
20	21	22	23	24
Transportation Committee Approve Recommendation		Economic Development Committee Approve Recommendation		
← City Administration Budget Development →				
27	28	29	30	31
← City Administration Budget Development →				Board, Commission, Committee, & Council Member Budget Recommendations Due

Budget Activities

- City Staff continues meeting with boards, commissions, committees, and council members to review and approve budget requests and recommendations.
- City Staff continues to develop individual and department budget requests and updates them with feedback provided by Administration & Finance. Staff/Departmental requests due by May 17th.
- Administration, Finance & IT work with vendors and staff on options and costs for IT related expenses.
- Administration & Finance draft proposed budget and review with staff and council members as necessary.
- All board, commission, committee, and council member recommendations due to Administration & Finance by May 31st.

June 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
3	4	5	6	7
	CC Meeting: Budget Workshop			HOT Grant Program Recommendation Due
← Budget Review w/Mayor →				
10	11	12	13	14
Founders Day Commission Approve Recommendation				
← Budget Review w/Mayor →				
17	18	19	20	21
	CC Meeting: Budget Workshop			
← Budget Review w/Mayor →				
24	25	26	27	28
				Proposed Budget Filed with City Secretary & Post to Website

Budget Activities

- Administration & Finance begin budget review with the Mayor.
- City Council holds 1st budget workshop to review and discuss proposed budget on June 4th.
 - Review of Budget Process – Review of Assumptions
- City Council holds 2nd budget workshop to review and discuss proposed budget on June 18th.
 - Review of General, Agriculture, Landscaping, Sidewalk, & PEG Funds
- Finance files proposed budget with City Secretary on June 28th.
- City Secretary posts proposed budget on city website and copy given to reception for public inspection.

July 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
1	2	3	4	5
	CC Meeting: Budget Workshop			
8	9	10	11	12
15	16	17	18	19
	CC Meeting: Budget Workshop			
22	23	24	25	26
			Certified Tax Rolls Due	
29	30	31		

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 3rd Budget Workshop on July 2nd.
 - Review of Utilities, Impact Fees & TWDB project.
- City Council holds 4th Budget Workshop on July 16th
 - Review of Parks (General Fund), DSRP, Parkland Dedication & Development & HOT

August 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
			1	2
5	6	7	8	9
	CC Meeting: Budget Workshop **Set Proposed Tax Rate			
12	13	14	15	16
			**Publication of Proposed Tax Rate & Budget Public Hearings Begin Continuous Notice on City website	
19	20	21	22	23
	CC Meeting: Budget Workshop			
26	27	28	29	30

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 5th Budget Workshop on August 6th.
 - Review of outstanding or requested items.
- Council sets Proposed Tax Rate on August 6th.
- City Secretary submits notice to Century News and Hays Free Press regarding Public Hearing dates for proposed Tax Rate and Budget on August 8th for publication on August 15th.
- City Secretary & Communications begin continuous notification of public hearing on city website on August 15th.
- City Council holds 6th Budget Workshop on August 20th.
 - Review of outstanding or requested items.

September 2024

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
2	3	4	5	6
	CC Meeting: Budget Workshop Public Hearing on Tax Rate & Budget			
9	10	11	12	13
16	17	18	19	20
	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		
23	24	25	26	27
			Publication of Notice of Approved Tax Rate & Budget	
30				

Budget Activities

- City Staff continues to meet with council members assigned to discuss recommendations.
- City Council holds 7th Budget Workshop on September 3rd.
- Council holds public hearings for Proposed Tax Rate & Budget on September 3rd.
- City Council adopts Budget and Tax Rate on September 17th.
- Finance Director prepares Approved Budget for Fiscal Year 2025 with prescribed cover page.
- City Secretary submits notice to Century News and Hays Free Press regarding Approved Tax Rate and Budget on September 19th for publication on September 26th.
- City Secretary files Approved Tax Rate and Budget with Hays County and State Entities.