

**CITY OF DEXTER  
FARMERS MARKET & COMMUNITY GARDEN OVERSIGHT COMMITTEE REGULAR MEETING**

***Tuesday, March 15, 2016 @ 5:30 PM***

**Location: City Offices, 8123 Main Street  
PNC Bank, Second Floor – Enter at rear door**

**A G E N D A**

- 1. CALL TO ORDER**
- 2. ROLL CALL**

Carol Jones	Mary Ellen Miller
Martin Ruhlig	Mark Olexa
Jeffrey Peters	Julie Knight – Ex Officio
Quaila Pant	
- 3. APPROVAL OF THE MINUTES – January 13, 2016**
- 4. APPROVAL OF AGENDA**
- 5. CITIZENS WISHING TO ADDRESS THE COMMITTEE**
- 6. VENDOR REPORT**
- 7. STAFF REPORT**
- 8. COMMUNITY GARDEN BUSINESS**
- 9. NEW BUSINESS**
  - A. Discussion of: Barbeque Food Truck Application
  - B. Discussion of: Garden Club Grant Application
  - C. Discussion of: Market Music
- 10. OLD BUSINESS**
  - A. Discussion of: Vendor Dinner
- 11. CITIZENS WISHING TO ADDRESS THE COMMITTEE**
- 12. ADJOURNMENT**

**CITY OF DEXTER  
FARMERS MARKET AND COMMUNITY GARDEN OVERSIGHT COMMITTEE  
REGULAR MEETING MINUTES  
TUESDAY, JANUARY 13, 2016**

The regular meeting of the City of Dexter Farmers Market and Community Garden Oversight Commission was called to order at 5:32 pm at the City Offices, 8123 Main Street.

**ROLL CALL**

**Present:** Carol Jones, Jeff Peters, Quaila Pant, Martin Ruhlig, and Mary-Ellen Miller

**Absent:** Mark Olexa, Julie Knight

Other Present: Brenda Tuscano, Farmers Market Manager; Justin Breyer, Assistant to the City Manager

**APPROVAL OF THE MINUTES – NOVEMBER 17, 2015**

Motion by Jones, Seconded by Miller to approve the minutes from November 17, 2015.

Motion Adopted

**APPROVAL OF THE AGENDA**

Motion by Jones, Seconded by Pant to approve the agenda as presented.

Motion Adopted

**CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

**COMMUNITY GARDEN BUSINESS**

None

**VENDOR REPORT**

Martin Ruhlig reported that it is cold out and the ground has frozen. Jeff Peters reported that it is approximately six weeks until seeding season.

**STAFF REPORT**

Brenda Tuscano reported that she was going to investigate including more advertisements in the Sun Times. Justin Breyer reported that the Farmers Market received a \$3,000 budget for this Fiscal Year, which ends in June. He also reported that staff received some negative feedback from Council and DDA regarding painting the Farmers Market signage. This issue is going to be discussed at the Council organizational matters meeting at the end of the month.

## **NEW BUSINESS**

None

### **A. DISCUSSION OF : FARMERS MARKET APPLICATION AND GUIDELINES**

Justin Breyer provided an overview of the changes to the policy from the previous year. These changes included incorporating a vendor behavior subsection and a list of Market Manager duties.

Motion by Miller, Seconded by Ruhlig to approve the 2016 Farmers Market Application and Guidelines.

Motion Adopted

The Committee discussed vendor fees and the appropriateness of increasing the coming year's fees. No Committee members expressed an objection to increasing the fees by \$10 or \$20. The Committee discussed the benefits that vendors have at the Dexter Market over other markets, and Brenda Tuscano presented a chart of other markets' fees.

### **PROPOSED BUSINESS FOR FUTURE MEETINGS**

Develop a Mission Statement

### **CITIZENS WISHING TO ADDRESS THE COMMISSION**

None

### **ADJOURNMENT**

Move Jones, support Olexa to adjourn at 6:10 pm

Motion Carried



CITY OF DEXTER  
FARMERS MARKET AND COMMUNITY GARDEN  
OVERSIGHT COMMITTEE

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**MEMORANDUM**

TO: Farmers Market and Community Garden Oversight Committee  
FROM: Brenda Tuscano, Market Manager  
RE: REPORT  
DATE: March 15, 2016

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**BBQ Food Truck:** An application has been submitted from Smokehouse Bar-B-Que, LLC, Whitmore Lake. The owner is Robert Raymond. He sells breakfast sandwiches and platters, BBQ lunch sandwiches and platters, with side dishes and water and soda. Prices are from \$8 to \$10. According to his application he is licensed and inspected for a food truck by the State. It is a canopy set up or a 12 X 7 enclosed kitchen trailer. The idea is to park the truck at or near the Farmers Market.

The only thing close to this type of set up that has ever been at the market prior was a hot dog vendor who set up at the market for about two seasons. Unfortunately, they were not successful at making enough revenue selling hot dogs, chips, and sodas to remain a vendor. I am in support of trying something new and allowing Mr. Raymond to set up at the market a couple times a month and seeing how he does. Ann Arbor has a location in the City where they allow several food trucks to sell various cuisines and my understanding is they are very successful. I believe the food truck would be very noticeable and may bring more attention to the market.

**Garden Club Grant Application:** I am applying for a Grant with the Dexter Garden Club to pay for brick pavers to be placed under the picnic table located at the north entrance of the Farmers Market. The bricks are being donated for this project and the quote to lay the brick is \$1500 for 104 sq. ft. This will enhance the entranceway to the market and make it a more inviting place for people to relax and use the picnic table to stay longer at the market.

We are also requesting funds for a storage shed to be placed at the south end of the market up against the fence. The storage shed is approximately 9.5 sq. ft. and will store the table, chairs, and signs for the market and make them accessible for the market manager and vendors for easy placement. Currently, we are storing the items below the Fire Department and you need an access code to get into the storage area. The cost of the shed is \$229.00 and will be purchased from Lowe's.

**Calendar of Events at the Farmers Market:** Justin and I have been working closely with Gordon Darr founder of the Hudson Education Center (HEC) to put together an event calendar for entertainment at the Farmers Market. Currently there are 3 weekends scheduled for music with the Rising Stars a group of young musicians and singers from HEC. Justin has started an event page on Sign up Genius for the kids from HEC to sign up to perform at the market. In addition, we will be having kid's crafts on May 7<sup>th</sup> opening weekend of the market (Mother's Day weekend) and Father's Day weekend.

Please feel free to contact me if you have any questions.

Thank you.