

Metropolitan Government of Nashville
and Davidson County

Freddie O'Connell, Mayor
Darrell Lane, Executive Director



Nashville Farmers' Market
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Nashville Farmers' Market Board Meeting Minutes January 30, 2024 – 9:30am (Special Session)

Announcement - *As information for our audience, if you are not satisfied with a decision made by the Farmers' Market Board today, you may appeal the decision by petitioning for a writ of cert with the Davidson County Chancery or Circuit Court. Your appeal must be filed within 60 days of the date of the entry of the board's decision. To ensure that your appeal is filed in a timely manner, and that all procedural requirements have been met, please be advised that you should contact your own independent legal counsel.*

Public Comments - *Individuals, requesting to address the Board, will be limited to three (3) minutes unless granted more time by the Board Chair. Each person authorized to speak is expected to state her/his name and address and the organization represented if any, and if the speaker reads prepared text, to provide a copy to Board staff.*

- I. **Opening Announcement - 9:30am**
- II. **Public Comments**
 - a. James Valencia with Radical Shoots stated that the new rental rate would be more than double what it currently is during the 2024 season. James stated that he invested in the greenhouse and improved the space. He requests that the rent be a gradual increase and not doubled in one year. James presented a letter to the board and executive director that discusses his business and the rent increase. Board Chair Will Radford stated that in the future this should be presented to market management so that the board can consider it during this meeting. It will now be reviewed and re-visited at a future meeting.
 - b. Board Member Alex Lorenz asked Executive Director Darrell Lane if he had any comments. Director Lane explained the new rate structure to the board for the greenhouse space and that the rate needs to be consistent with other vendors at \$2.50 per square foot.
 - c. Board Chair Will Radford asked how the rate was determined for the picnic tap.

- d. Board Chair Will Radford stated that the information would be reviewed and then communicated at a later date.
- e. Board member Dr. Brenda Butka asked what the rate was for the garden center.
- f. Board Member Alex Lorenz asked how much investment the business has put into the space.
- g. Ashley Moore with The Picnic Tap discussed the rate structure of the outdoor bar and that it is equivalent to three booth spaces and that was used to determine the square footage.
- h. Board Member Alex Lorenz asked if it worth contacting the Doris group to get their input. Director Lane didn't agree that is was worth involving the Doris group since we used their information to establish rates.
- i. Lilly Webb with Crochet products by Lilly discussed her time at the market.

III. Approval of December 2023 Meeting Minutes

- a. Motion to Approve - Dr. Brenda Butka
- b. Second - Alex Lorenz
- c. All in Favor - Aye
- d. Opposed - None

IV. Grow Local Commissary Kitchen handbook and agreement approval

- a. Board Chair Will Radford wants to ensure that vendor's who rent the kitchen understands the grease trap and grease space expectations of the farmers' market.
- b. Board Chair Will Radford asked about the scheduled opening date of the commissary kitchen. Program Manager Heather Hoch explained that there are still a few pending items that need installation such as door keypad and security cameras. Heather explained that the kitchen should open on or around March 1. Board Chair Will Radford suggest having media coverage during the grand opening period.
- c. Motion to Approve - Dr. Brenda Butka
- d. Second - Alex Lorenz
- e. All in Favor - Aye
- f. Opposed - None

V. 2024 Farm Shed handbook, membership agreement and food truck handbook approval

- a. Board Chair Will Radford asked if anything was changed based on vendor feedback.
- b. Executive Director Darrell Lane explained the new rate structure of the farm sheds and food truck spaces.
- c. Board Chair Will Radford suggested to give vendors for their review the summary information of handbook changes that was presented to the board prior to signing a new agreement.
- d. Executive Director Darrell Lane explained some of the requirements about booth set up and that booths must provide enough space to be wheelchair

friendly. Board Chair Will Radford suggests looking at that language to ensure accuracy.

- e. Motion to Approve - Dr. Brenda Butka
- f. Second - Alex Lorenz
- g. All in Favor - Aye
- h. Opposed - None

VI. FY24 Budget discussion

- a. Finance Manager David Griffin reported to the board the current FY24 projections and where the department could end the fiscal year. Currently, the department is projected to be overbudget in expenses by 3 % and under budget in revenues by 1%. Currently, the department is looking to make budget reductions to reduce expenses. The department currently has a 4% Fund resolution pending with Metro Council to provide \$470,000 in funding for major repairs and maintenance projects. The additional funding will allow the department to market essential and unexpected facility repairs to help continue daily operations.

VII. Executive Director's Report

- a. Executive Director Darrell Lane discussed having public Wi-Fi installed in the market house and is working with ITS for completion.
- b. Market house handbooks and lease amendments are being finalized for the February meeting.
- c. The market is currently working on non-exempt business closure procedures that were discussed during the December 2023 meeting. Those updates will be presented upon completion.
- d. Executive Darrell Lane discussed that The Whiskey Hound (a new market house kiosk vendor) will be opening in February.
- e. Board Chair Will Radford asked if the market had an inclement weather plan and what is the plan should there be a Tornado Warning. Executive Darrell Lane explained that there is an inclement weather plan that is in the handbooks and that market management is developing a crisis communications plan for the facility. Will states he has a contact who can offer emergency planning services should the market need it.

VIII. Final Comments - None

IX. Adjournment - 10:53am

Name	Organization
Ashley Moore	Picnic Restaurant Group
James Valencia	Radical Shoots
Jennifer Caywood	nash TN
Charity McGruder	Charity Antiques
Lily Webb	Crochet Products by Lily
Kristan Malcontento	The Whiskey Hound
Sam Boshra	Music City Crepes
Rob Ridgeway	Ray Stephenson Art
Will Radford	NFM Board Chair
Dr. Brenda Butka	NFM Board Secretary
Alex Lorenz	NFM Board
Erica Haber	Metro Legal
Darrell Lane	NFM Executive Director
David Griffin	NFM Staff
Heather Hoch	NFM Staff
Yolanda Manning	NFM Staff
Courtney Cotton	NFM Staff
Charles Kizer	NFM Staff