

Metropolitan Government of Nashville  
and Davidson County

John Cooper, Mayor  
Darrell Lane, Executive Director



Nashville Farmers' Market  
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## Nashville Farmers' Market Board Meeting Minutes June 20, 2023 – 9:30am

**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 - None**
- III. Approval of May 2023 Meeting Minutes**
  - a. Motion to Approve –Scott Moskovitz
  - b. Second –Dr. Brenda Butka
  - c. Opposed-None
- IV. Review and Approval of the Amendment to the Market House/Garden Center Lease.**
  - a. Motion to Approve – Dr. Brenda Butka
  - b. Second- Scott Moskovitz
  - c. Opposed - None
- V. Executive Directors Report – Darrell Lane**
  - a. Tenant Lease Update: All new tenant leases are expected to be executed by June 30, 2023. New rental rates go into effect on July 1, 2023.
  - b. New Tenants Update: Market BBQ is planned to open in July. Made in Tennessee is opening in August.
  - c. Grow Local Commissary (GLC) Grant Funding: We were not awarded the supplemental grant funding for the GLC Kitchen hood installation. We are seeking help from Finance to cover the expense.

- d. Market Focus:
  - i. Open the Grow Local Kitchen (GLK).
  - ii. Optimize peak season in the farm sheds, grow capacity.
  - iii. Increase fresh bucks' totals.
  - iv. Plan & execute Tomato Rama festival.
  - v. Pride festival preparation weekend.
  - vi. Hot Chicken Contest Event in the Market House.
  - vii. Fiscal Year End closing of accounts.
- e. Board Chair Angela Crane – Jones asked what amount was needed for the GLC kitchen hood.
- f. Board Member Scott Moskovitz wants to ensure that the market can assist with driving customer traffic to the silos through signage.
- g. Board Member Dr. Brenda Butka complimented the NFM staff for the excellent execution of the Peach Jam Festival.

## **VI. Market Staff Reports:**

- a. Marketing – Courtney Cotton
  - i. New items for 2023 Peach Jam
    - 1. Blackbird digital billboard on I-65 N and Chestnut; weekly impressions 335,771.
    - 2. News Channel 4 Today in Nashville cooking segment with Succulent Vegan Tacos.
    - 3. News Channel 5 Talk of the Town cooking segment with The Peach Truck.
    - 4. Parking map with dedicated TN state lots.
    - 5. Vendor specials map and listings.
    - 6. Face painting and bubbles in kids' zone.
    - 7. Peach cobbler contest with prizes.
  - ii. Board Chair Angela Crane-Jones suggested sending out a survey to all tenants to gain their opinions of the successes of the event.
  - iii. Board Member Scott Moskovitz asked what the stated hours of the Farm Sheds are and stated that a publication may have the hours listed incorrectly. He will let the market know which one is incorrect.
- b. Programs – Heather Hoch
  - i. Heather discussed the grant that the market was denied was a cost sharing grant and that the market could not demonstrate the matching funds at the time of submittal.
  - ii. Grow Local Kitchen is planning a July1 opening date and that two vendors have been onboarded and more are in the process of moving forward in the process.
  - iii. Vandy Market new hours (Thursday 12:00pm – 3:30pm) have been very successful thus far.

- c. Facilities – Charles Kizer
  - i. Charles discussed the Facilities team is helping with the daily Facility Operations during peak season and assisting with the GLK opening.
  - ii. Board Member Scott Moskovitz discussed adding Port A Potty's during the peak season in the Farm Sheds to help eliminate some of the stress on the restroom facilities.
  - iii. Board Chair Angela Crane-Jones asked if the market had adequate Security during the Peach Jam Festival?
    - 1. Charles explained that the market has requested additional security and the contractor has supplied additional officers, but they haven't been able to provide all additional requested officers.
    - 2. Angela asked if the market is using the recommendations from the Davison County Sherriff's Office (DCSO) assessment as a basis of requesting officers.
    - 3. Charles stated that according to the DCSO assessment that the recommendation would have been close to 20 officers. Six officers were requested only five showed and were on the schedule.
- d. Finance – David Griffin
  - i. David discussed that FY23 would be closing June 30 and that he would be working during the month of July to finalize the markets fiscal year.
  - ii. David discussed the May 2023 and the total FY23 Financial Report.
  - iii. David discussed that the remaining FY23 budget for June is limited to ensure that the market stays within its budgetary authority.
  - iv. David discussed that the FY24 Budget was on the 3<sup>rd</sup> reading at the scheduled Council meeting taking place on June 20 and that the department would be able to present the approved budget for review but there had not been any changes thus far from what the department submitted.

**VII. Final Comments –**

- a. Darrell discussed that the FY23 market Financials are moving in the correct direction and that FY24 would continue to move forward.
- b. Metropolitan Assistant Attorney Theresa Costonis discussed the new State of Tennessee open meetings law change and referenced the memorandum that the NFM Board and Staff received on June 16, 2023, for guidance.

**VIII. Adjournment – 10:07am**

<b>Name:</b>	<b>Organization:</b>
Tim McKinney	Clay Daddy
Helen Prater	Helen's Pop Art
Mark Prater	Helen's Pop Art
Amber Rodriguez	The Picnic Tap
Tyler Dorr	Metro Legal
Jackson Ferrell	Metro Legal
Erica Haber	Metro Legal
Theresa Costonis	Metro Legal
Angela Crane-Jones	NFM Board Chair
Dr. Brenda Butka	NFM Board Secretary
Scott Moskowitz	NFM Board Member
Darrell Lane	NFM Executive Director
Charles Kizer	NFM Staff
Courtney Cotton	NFM Staff
Heather Hoch	NFM Staff
David Griffin	NFM Staff