

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Amanda Argona
Staff Liaison

<https://www.ci.moscow.id.us/362/Farmers-MarketCommission>

Tuesday, June 4, 2019

4:00 PM

**Council Chambers
206 E. 3rd St.**

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Approval of Farmers Market Commission May 7, 2019 Minutes (ACTION ITEM)

2. Public Comment and Response to Previous Comments (limited to 10 minutes)

Members of the public may speak to the Commission regarding matters NOT on the agenda or currently pending before the Farmers Market Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

3. Vendor Requests – Amanda Argona (10 minutes)

Market management has received the following clarification requests from a new vendor and current vendor regarding Market policies:

a. Ahtanum Berry Patch: Located in Yakima, WA, Sam Weaver with Ahtanum Berry Patch signed up to be a vendor with the Moscow Farmers Market last season but was unable to attend due to lack of product. Ahtanum Berry Patch has applied to be a vendor again. After reviewing their products which include fresh fruit, jams, drinks, and baked goods, management has asked them to jury all of their baked goods as the majority of the products offered do not all feature their berries or is not sourced directly from the farm. After a phone conversation last week, Sam Weaver, owner of Ahtanum Berry Patch, said that he and his daughter reviewed our market's handbook. They had hoped to send Sam's grandson who lives and works on the farm to the Moscow Farmers Market. Currently, the handbook outlines the following policy: Page 8, Item 2. Vendor Production and Location Rule "All Vendors shall be the grower/producer and shall conduct their growing/producing operations in a location not more than 200 air miles from the City of Moscow, Idaho". If approved, this vendor will have a site visit conducted this year.

b. Patty's Mexican Kitchen: Last season, Gerardo Alvarez made management aware that he was investing in a food trailer for his business and Market booth. At the time, Alvarez brought up the fact that he may have to pay for an additional space due to his trailer being 24' in length. He also invested in more narrow tents so he would stay within his confined spaces at the Market, and not extend beyond the pins in the asphalt. In an effort to be transparent, Management brought up to Alvarez that his business may be charged a truck space if his operation went beyond the space restrictions and to be consistent with fees applied to other vendors. At this time, Patty's Mexican Kitchen does extend beyond the pins in the asphalt. Alvarez plans to remedy this by investing in an awning that would be attached to the food trailer that could be rolled out to the preferred and desired length, thus getting rid of the need for tents. It was also discovered last week that Alvarez is able to fit his food trailer into two 11'x15' spaces lengthwise and does not encroach or take over space 18, which is between his spaces and Mela's neighboring space 16. Management and Alvarez have been in active discussion on what constitutes a truck space and subsequent fee, and whether a food trailer would fit into that fee requirement.

PROPOSED ACTIONS: Staff is seeking direction from the Farmers Market Commission on how best to handle these requests while keeping with the Moscow Farmers Market values, philosophies, and policies.

4. Farmers Market Strategic Plan Review and Update (ACTION ITEM) (20 minutes)

In April, the Farmers Market Commission moved to table the Strategic Plan Review and Update for the May meeting. The item was unable to make it onto the May agenda to allow time for a fee discussion. Review current strategic plan and develop scope of work for complete for the remainder of 2019 with an appropriate timeline.

PROPOSED ACTIONS: Approve scope of work and timeline or take other action deemed appropriate.

5. Comprehensive Fee Schedule Update – Jen Pfiffner (15 minutes)

6. Farmers Market Commission Open Projects (ACTION ITEM) (10 minutes)

The Farmers Market Commission has several open projects that require Commission commitment to complete them, in addition to active sub-committee tasks. No more than four Commission members may be involved with a sub-committee or open project at a given time. Sub-Committees:

- Site Visits Tuesday, June 18 and 25 (DePhelps, Pierce; rotating members include Hill, Love, Morsek)
- Craft and Food Jury (DePhelps, Hill, Love, Pierce)
- Fees
- Policies (reviewed and proposed during fall and winter)

Open Projects:

- Oral History Project
- Branding
- Downtown Business Survey

PROPOSED ACTIONS: Review open projects and determine feasibility and need based on Commission members' interest and Moscow Farmers Market Strategic Plan or take other such action as deemed appropriate.

ANNOUNCEMENTS

1. Proposed Items for Future Agendas

Commission members may email Amanda Argona (aargona@ci.moscow.id.us) to propose future agenda items for discussion.

2. Farmers Market Commission Regular Meeting July 2, 2019 at Moscow City Hall in the Council Chambers. Any conflicts due to July 4th holiday?

ADJOURN

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