

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Agenda~

Amanda Argona
Staff Liaison

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

Tuesday, February 4, 2020

4:00 PM

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

WELCOME AND ATTENDANCE

REGULAR AGENDA

1. Mission of the Moscow Farmers Market

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and sell locally farmed and/or created agricultural products (e.g., crops, meat, cheese, wine, etc.), distinctive handmade goods, artisan pieces, and original recipe cuisine. This venue is meant to encourage and support sustainable economic, social and environmental practices.

2. Approval of Farmers Market Commission January 7, 2020 Minutes (ACTION ITEM)

3. 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.

4. Craft & Food Jury scorecard and eligibility revisions (ACTION ITEM) – Scott, Kingsland, Morsek, DePhelps (15-30 minutes)

Both staff and Commission members have received feedback about scorecard comments not reflecting what prospective vendors were actually being scored and evaluated for. The Market has currently used the same scorecard for the last five years with little to no changes or justification for the determined criteria. Staff has also observed confusion by judges for some of the criteria not being clear and requesting clarification on jury day. The proposed scorecard revisions are an effort to increase objectivity, reduce subjectivity, update outdated practices, and align the scorecard to reflect Market core values and philosophies. Along with the proposed changes, there is a desire to keep the Market at a higher caliber, while maintaining accessibility, by increasing the eligibility score from 60% to 70%. Increasing the eligibility score has the potential to increase the diverse product mix without compromising the quality of products at Market (ultimate inclusion into the Market still lies with the Community Events Manager) and is still accessible to vendors venturing into direct markets and not exclusive.

PROPOSED ACTIONS: Review the revise scorecard and eligibility score and accept as presented or take such other action as deemed appropriate

5. Policy Sub-Committee Update (ACTION ITEM) – Love and Kingsland (60 minutes)

The Policy Sub-Committee meets each year to review current policies. The purpose of the sub-committee is to eliminate and remove redundancy where necessary; clarify and more explicitly state policies where necessary; discuss revision/additions, all while keeping the policies aligned with the mission and vision of the market. The sub-committee has met on four occasions and completed revisions and/or proposals on eight items in/for the Vendor Handbook, with two accepted at the January Commission meeting.

PROPOSED ACTIONS: Review current proposed revisions and accept as presented or take such other action as deemed appropriate.

REPORTS

ANNOUNCEMENTS

1. Moscow Farmers Market Poster Contest open

The Community Events Division opened the Poster Contest on Jan. 17 and will accept poster submissions until 5:00 pm on Wed., Feb. 26, 2020. The Commission will select the finalists (maximum of five) at the March Commission meeting. Online voting will open on Fri., Mar. 6, 2020 and will end on Fri., Mar. 27, 2020.

2. Farmers Market Commission representation required

- Wed., Mar. 4, 2020 – Love Your Farmer, Love Your Food (requested, not required)
- Fri., Mar. 6, 2020 – First Craft & Food Jury (Scott, Morsek, +2)
- Mon., Mar. 23, 2020 – Second Craft & Food Jury (Scott, Morsek, +2)
- Fri., Mar. 27, 2020 – Final Craft & Food Jury (Scott, Morsek, +2)
- Thurs., Apr. 9, 2020 – Annual Vendor Orientation

3. Proposed Items for Future Agendas

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

4. Farmers Market Commission Regular meeting Tues., Mar. 3, 2020 at Moscow City Hall in the Council Chambers.

ADJOURN

NOTICE: Moscow City Council and committee meetings are televised, videotaped and/or recorded. Individuals attending the meeting who require special assistance to accommodate physical, hearing, or other impairments, please contact the City Clerk, at (208) 883-7015 or TDD 883-7019, as soon as possible so that arrangements may be made.

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Commission Chair

~Minutes~

Amanda Argona
Staff Liaison

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

**Tuesday
January 07, 2020**

4:00 PM

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

The meeting was called to order at 4:05 PM

PRESENT: Colette DePhelps, Jamie Hill, Jenny Ford, Kelly Kingsland, Kerry Morsek, Renee Love, Stu Scott

ABSENT:

ALSO IN ATTENDANCE: Amanda Argona, Staff Liaison;

Welcome and Attendance

Chair Hill called the meeting to order.

REGULAR AGENDA

1. Mission of the Moscow Farmers Market

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and sell locally farmed and/or created agricultural products (e.g., crops, meat, cheese, wine, etc.), distinctive handmade goods, artisan pieces, and original recipe cuisine. This venue is meant to encourage and support sustainable economic, social and environmental practices.

Hill requested DePhelps to read the mission of the Moscow Farmers Market.

2. Approval of Farmers Market Commission December 3, 2019 Minutes (ACTION ITEM)

DePhelps moved that the December 3, 2019 minutes be approved as presented; Morsek seconded. Motion carried.

3. 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.

No public comment was received.

4. Farmers Market Commission Elections (ACTION ITEM)

Love and Hill accepted their nominations for Vice-Chair and Chair, respectively.

PROPOSED ACTIONS: Accept the proposed nominations or take other such action deemed appropriate.

DePhelps moved to accept the proposed nominations; Kingsland seconded. Vote by Acclamation:
Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried.

5. Annual Vendor Orientation – Love and Argona (10 minutes)

There is interest between staff and commission members to create a stronger sense of camaraderie amongst vendors by providing light refreshments and requesting vendors to participate in an optional potluck. Staff has a small budget available for catering the required Vendor Orientation, as well as recognize vendors for their years of dedication. As a reminder Commission member attendance is requested and required at this event to assist with check-in and introduce the Commission to vendors. Suggestions are welcome at this time.

Argona requested feedback and ideas for this year's Annual Vendor Orientation. She indicated that Commission members may contact herself or Love with further thoughts. There was general consensus to have it the event be partially catered and partially potluck style, with outreach extended to HumbleBurger and Sisters Cookies in particular. Scott mentioned that there is a clean-up fee often associated with the rental of the 1912 Center if the commercial kitchen is used and this should be taken into consideration with the budgeted amount for the event. It was suggested to ask vendors to submit questions in advance of the meeting so staff can focus their time and efforts answering similar questions.

6. 2020 Craft and Food Jury Dates (ACTION ITEM) – Argona (10 minutes)

Due to the WSFMA Conference and room availability, the Community Events Manager is proposing hosting two Craft and Food Juries for the 2020 season. Suggestions are:

Friday, March 6 – Fiske Room Only (limit to 10 sign-ups)

Friday, March 6 – Fiske Room & Arts Room with adjusted timeline of 12:00 to 3:00 p.m. (15 sign-ups)

Friday, March 27 – Fiske Room & Arts Room with normal timeline of 3:00 to 6:00 p.m. (15 sign-ups)

PROPOSED ACTIONS: Review and determine Craft and Food Jury dates for the 2020 season or take such other action as deemed appropriate.

Discussion immediately ensued regarding the dates. Morsek asked if there was particular reason that the dates have been on a Friday. Argona indicated that the Friday selection was only for uniformity in advertising. Morsek requested for other weekday dates to be looked at due to previous juries filling up. Scott asked some basic questions about the jury process. DePhelps voiced concern about the earliness of the 2020 juries versus previous years when there were one to two that were held during the Market season. Argona indicated that the reason staff is holding the juries so early in the year was to ensure that accepted vendors had a greater ability to make the Annual Vendor Orientation. She indicated that adding in vendors mid-season seemed to cause confusion as they were not taking the time to review policies and procedures prior to attending market. DePhelps suggested that this reasoning be formatted into policy. Morsek asked about how the Market advertises to the community. Argona said that her office will issue a press release, update the Season Announcements section on the Farmers Market webpage, and create a Facebook post.

Morsek moved that the dates and times of Fri., Mar. 6 from 12:00 p.m. to 3:00 p.m. and Fri., Mar. 27 from 3:00 p.m. to 6:00 p.m. be accepted, with an additional date added in March for a total of three juries for the 2020 season. Ford seconded. Vote by Acclamation: Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried.

7. Prospective Vendor Request for Exemption from Craft & Food Jury Process (ACTION ITEM) – Argona (10 minutes)

The Market received a request from a vendor in Juneau, Alaska who is moving to Potlatch, Idaho on May 3, 2020 to start a small farm business. As an alternative to the Craft & Food Jury process, the vendor has requested if the Market would consider letters of recommendation from market managers at markets they currently sell at, in addition to photos of their booth display,

and product samples. If selected, the prospective vendor indicated that they would fly down for the Annual Vendor Orientation in April. The products include handmade soaps, solid lotion bars, and lip balms. They indicated that when their market garden is established they are interested in selling produce in the 2021 season.

PROPOSED ACTIONS: Accept alternative to the Craft and Food Jury process or deny alternative to the Craft and Food Jury process, or take such other action as deemed appropriate

Argona indicated that this request is being brought forth to the Commission as it may establish a precedent for future, prospective vendors. This is the first time since Argona has been the Community Events Manager that the Market has received this type of request. Love asked how Argona would feel about setting up their booth for them. Argona indicated that if the vendor sent their product, submitted a reservation form, and provided instructions on table set-up, she does not see an issue. DePhelps and Scott both agreed the prospective vendor had done their due diligence to be a part of market and seem to be very serious. Scott moved to have the vendor send their products and table set-up instructions to the Community Events Manager for their items to be juried. Love moved to amend the motion by requesting that this alternative still take place during one of the designated jury dates. Morsek seconded the amendment. The amended motion now read as accepting the vendor to send their products and table set-up instructions to the Community Events Manager to set-up during a designated jury date. Morsek seconded the amended motion. Vote by Acclamation: Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried.

8. Washington State Farmers Market Association Conference (ACTION ITEM) – Argona (10 minutes)

The Farmers Market Commission has funds available for training and conferences. The WSFMA Conference is one opportunity identified by staff and the Commission for members to attend. This year's WSFMA Conference takes place in Tacoma, WA.

Conference costs

- 2/20, Thursday: Farmers Market “Boot Camp” for Market Managers & Board Members that sets new and returning market leaders up with the strong foundation they need to hit the ground running – \$60 includes lunch
- 2/21, Friday through 2/22, Saturday: Conference with market-specific workshops and networking with peers from the Pacific Northwest – \$260 includes some meals

Lodging costs

- Hotel Murano: \$149/ night (double occupancy)

Travel costs

- Fuel: \$100
- Other/misc.: \$50

Total estimated costs: ~\$750/commission member

Total Farmers Market Commission budget: \$2,000 (\$1,500 development; \$500 promotional)

PROPOSED ACTIONS: Select a Farmers Market Commission member to attend the WSFMA Conference using Commission budget or take such other action as deemed appropriate.

Hill asked if commission members are available or interested in attending the WSFMA conference. Scott, DePhelps, and Morsek indicated that they were all unavailable during those dates. Love and Kingsland indicated that they were also unavailable or uninterested in attending. Hill indicated that she is interested, and would like to explore options for flying to cut down on travel time. She inquired about the value of attending the Boot Camp portion. Argona indicated that it is typically an overview for new market managers and/or new board members. Love motioned that the Commission send the Chair to the WSFMA conference. Kingsland seconded. Vote by Acclamation: Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried.

9. Policy Sub-Committee Update (ACTION ITEM) – Love, Kingsland, and Muneta (30 minutes)

The Policy Sub-Committee meets each year to review current policies. The purpose of the subcommittee is to eliminate and remove redundancy where necessary; clarify and more explicitly state policies where necessary; discuss revision/additions, all while keeping the policies aligned with the mission and vision of the market. The sub-committee has met twice and completed its first set of revisions.

PROPOSED ACTIONS: Review current proposed revisions and accept as presented or take such other action as deemed appropriate.

At the December meeting, the Commission reviewed the first set of revisions and tasked the Sub-Committee with further review of this set. Love read the first policy the sub-committee was asked to revisit regarding the definition of Agricultural Vendors in the sub-category “Value-Added”.

The original definition was: “Market Vendors who produce the majority of supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. The significant constituents of the product must be grown or raised on the producer’s farm, ranch or market garden. Where possible, Vendors in this category must also be the processor of these value-added items.

The second revision that the sub-committee was submitting for approval read as: “Vendors who produce the majority supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. The significant constituents of the product must be grown or raised on the producer’s farm, ranch or market garden. If a Vendor is unable to be the processor of their items and/or does not have complete oversight and ownership of the final product, then items are subject to the jury process unless required by law to use a third-party processor (i.e. meat products).”

DePhelps asked for the clause ‘majority of’ be removed due to issues with recipe ratios (i.e. jellies may be made primarily of sugar, with fruit being the secondary ingredient, therefore making the fruit not a majority supply). Kingsland asked if this policy is creating an avenue for any agricultural vendor to bring any product as long as it contains product from their farm. Scott asked about functionality of grown versus processed. DePhelps stated that perhaps it is best for market customers to decide whether these products will do well or not. Discussion ensued about whether “Value-Added” is an applicable sub-category to Agricultural Vendors. Morsek said this policy seems more restrictive than the previous policy. Love moved to incorporate the proposed changes by DePhelps and accept the revision to read as: “Vendors who produce supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. The significant constituents of the product must be grown or raised on the producer’s farm, ranch or market garden. If a Vendor is unable to be the processor of their items and/or does not have complete oversight and ownership of the final product, then items are subject to the jury process unless required by law to use a third-party processor (i.e. meat products). DePhelps seconded. Motion passed.

The Commission tabled the second policy for review and reviewed the third policy proposed by the sub-committee. The original read as: “The sale of non-approved items (such as canned or bottled water and soda etc.) is prohibited. The Market Manager has the authority to stop the sale of any non-approved item(s). Distribution by Vendors of literature, information or signage not related to Vendor’s products or services, is prohibited.”

The second revision of this policy proposed for approval read as: “The sale, distribution, or display of

non-approved item(s) such as canned or bottled beverages, literature, information, signage, etc. not related to the Vendor's products or services is prohibited."

DePhelps moved to accept this policy revision. Kingsland seconded. Vote by Acclamation: Ayes: Seven (7). Nays: None. Abstentions: None. Motion carried.

REPORTS

ANNOUNCEMENTS

1. Farmers Market Commission representation required

- March/April 2019 – Love Your Farmer, Love Your Food (requested, not required)
- Thursday, April 9, 2019 – Annual Vendor Orientation

2. Proposed Items for Future Agendas

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

3. Farmers Market Commission regular meeting February 4, 2020 at Moscow City Hall in the Council Chambers.

Love moved to adjourn. Scott seconded. Meeting adjourned at 5:36 pm.

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2019-2020 Farmers Market Commission Policy sub-committee

Renee Love, Vice Chair and Specialty Food Vendor Rep.

Kelly Kingsland, Produce Vendor Rep.

Joann Muneta, At-Large Rep.

COMPLETED

1. Clarifying definition about value-added products.
2. Creation of truck, corner, and walk-through definitions.
3. Clarifying definition about Youth Vendors and Performance Vendors.
4. Creation of policy regarding current vendor signage within market footprint
5. Addition of potential ineligibility regarding lack of notice for Vendor Orientation.
6. Removal of Resale Produce policy.

TABLED FOR FURTHER RESEARCH

7. Clarifying policy on use of market space, i.e. tent legs to the curb, encroachment, etc. (policies that are adjacent to this discussion: 5. Market Vendor Space, page 8)
8. Creation of buffer zone for Market (review City Code, Title 9, Chapter 11-Vendors)
9. Set-up & Take-down enforcement
10. Addition of policy regarding vendor merchandise.

Page 14. Item 11. Merchandise

SUB-COMMITTEE PROPOSAL #1, 11/13/19; REVIEWED BY COMMISSION ON 12/3/19

Vendors may supplement their products with a limited amount of merchandise depicting their business logo or brand. Vendors must clear potential merchandise by the Community Events Manager prior to bringing items to market.

SUB-COMMITTEE PROPOSAL #2, 12/9/19; REVIEWED BY COMMISSION ON 1/7/2020

Vendors may supplement their products with a limited amount of merchandise depicting their business logo or brand. Vendors must obtain approval of potential merchandise by the Community Events Manager prior to bringing items to market. **The Community Events Manager has the authority to regulate merchandise items.**

SUB-COMMITTEE PROPOSAL #3, 1/24/2020; TABLED FOR 2021

Vendors may supplement their products with a limited amount of **branded apparel**. Vendors must jury potential **apparel** according to the guidelines as outlined in Appendix "X".

- This policy will need to be developed in tandem with a scorecard outlining criteria.
- Parallels addition of new products by current/returning vendors. Scorecard may be adapted from New Vendor scorecard.

Page 8. Item 5. Market Vendor Space sub-item c. and d.

SUB-COMMITTEE PROPOSAL #1, 11/13/19; TABLED BY COMMISSION ON 12/3/19

- c. Only Tier 3 Vendors may utilize motor vehicles or tow-behind trailers in their assigned space. Such usage will result in the Tier 3 Vendor being charged a vehicle surcharge fee. The Market defines motor vehicles and tow-behind trailers as any road-ready and licensed vehicle.

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- d. A corner space is defined as a space within the Market footprint that has increased access to visibility due to the lack of ability to place another vendor next to the space. (Defined as a space with prime visibility that is not impacted by City infrastructure and lacks neighbors).

SUB-COMMITTEE PROPOSAL #2, 1/24/2020; TO BE REVIEWED BY COMMISSION ON 2/4/2020

- c. Only Tier 3 Vendors may utilize motor vehicles or tow-behind trailers in their assigned space. Such usage will result in an additional vehicle surcharge fee. The Market defines motor vehicles and tow-behind trailers as any road-ready and licensed vehicle. The Community Events Manager may grant Tier 1 and Tier 2 vendors motor vehicle usage pending space availability and feasibility of access on a market-to-market basis.
- d. The Market recognizes that spaces which do not have adjacent vendors are more valuable due to greater visibility and/or increased customer access. The Market defines these spaces as non-neighbor spaces (previously referred to as “corner” and/or “walk-thru spaces”). Vendors occupying a space with this type of designation are subject to an additional surcharge fee.

Page 6. Youth Vendors

ORIGINAL

Sprouts (ages 6-12) – Youth Vendors in this age category are limited to a three foot by three foot (3'x3') space located at the intersection of 5th Street and Main Street. A maximum of six (6) spaces will be available to Sprouts on a Market day.

Juniors (ages 13-17) – Youth Vendors in this age category may have the choice of a five foot by fifteen foot (5'x15') space in designated, available spaces located along Main Street in the Market Location. Juniors requesting an eleven foot by fifteen foot (11'x15') space will be required to jury their products or will submit to a site visit, as outlined in Appendix 6.

SUB-COMMITTEE REVISION #1, 12/9/19; TO BE REVIEWED BY COMMISSION ON 2/4/2020

Sprouts (ages 6-12) – Youth Vendors in this age category are limited to a three foot by three foot (3'x3') space located at the intersection of 5th Street and Main Street. **Three (3)** spaces will be available to Sprouts on a Market day.

Juniors (ages 13-17) – Youth Vendors in this age category are limited to a five foot by five foot (5'x5') space located at the intersection of 5th Street and Main Street. Three (3) spaces in this area will be available to Juniors on a Market day. Juniors may be assigned to a shared five foot by fifteen foot (5'x15') space along Main Street pending availability. Juniors requesting an eleven foot by fifteen foot (11'x15') space will be required to jury their products or will submit to a site visit, as outlined in Appendix 6. Pending acceptance through these processes, Juniors will be subject to Tier 1, 2, or 3 fees in Moscow Farmers Market Vendor Fee schedule in Appendix 3 and the Youth Fee will no longer be applicable.

Page 7. Performance Vendors (Buskers)

ORIGINAL

Any person or group of persons who provide entertainment in the Market by playing musical instruments, singing, dancing, speaking, face painting, balloon tying, etc. Commercial vending of products is not a “performance”. The Market reserves the right to designate locations for these activities in non-Vendor spaces. Performance Vendors will submit completed paperwork, outlined

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in the current registration form, prior to receiving a space assignment. The following apply to Performance Vendors:

- May only seek tips or donations.
- Shall only perform in designated areas.
- May not utilize tents, canopies, or umbrellas.
- Performance groups are limited to three (3) individuals or less.
- Amplification is prohibited unless authorized by the Market Manager.
- Hawking, swearing, and/or aggressive, lewd, and inciting language is prohibited.
- May not occupy the same, designated space for more than a two and one-half (2.5) hour time period.

SUB-COMMITTEE REVISION #1, 12/9/19; TO BE REVIEWED BY COMMISSION ON 2/4/2020

The Market values the performing arts and has designed the Performance Vendor category to support emerging artists in developing their skills and audience at an affordable rate. The Market defines Performance Vendors as any person or group of persons who provide entertainment in the Market by playing musical instruments, singing, dancing, speaking, face painting, balloon tying, etc. Commercial vending of products is not a "performance." This definition is not applicable to live entertainment scheduled in Friendship Square. Space availability is on a first come, first serve basis with sign-ups beginning at 7:45 am on Market day. Performance Vendors must complete and submit paperwork prior to receiving a space assignment.

Moscow Farmers Market staff reserve the right to designate locations for these activities in non-Vendor spaces, screen Performance Vendors for suitability, and rotate space assignments to create a varied atmosphere and ambiance for patrons, shoppers, and vendors. This Handbook generally applies to Performance Vendors. Adults, chaperones, guardians, and/or other family members in attendance with a Performance Vendor who is a minor shall also abide by this Handbook and subsequent policies, especially in decorum and etiquette.

All Performance Vendors shall adhere to the following:

- Complete and submit paperwork.
 - Performance Vendor registration form
 - Release and Hold Harmless form
 - ST-124 tax form
 - Amplification is prohibited.
 - May only seek tips or donations.
 - Shall only perform in designated areas.
 - May not utilize tents, canopies, or umbrellas.
 - Limit their performance group to three (3) individuals or fewer.
 - Hawking, swearing, and/or aggressive, lewd, and inciting language is prohibited.
 - May not occupy the same, designated space for more than a two and one-half (2.5) hour time period.
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Page 15 Item 16. Annual Vendor Orientation

ORIGINAL

Vendors are required to attend the mandatory annual Market Orientation meeting prior to start of Market Season, at a date and time set by the Market Manager.

SUB-COMMITTEE REVISION #1, 1/24/2020; TO BE REVIEWED BY COMMISSION ON 2/4/2020

All Vendors are required to attend the mandatory annual Vendor Orientation prior to the start of Market season, at a date and time set by the Community Events Manager. Failure to notify the Community Events Manager of absence for a compelling reason will result in the one of the following scenarios:

- Tier 1 Vendors: Loss of eligibility to participate in the upcoming Market season
- Tier 2 Vendors: Loss of eligibility to participate in the upcoming Market season
- Tier 3 Vendors: Loss of designated Market space

If illness or emergency forces absence, the Vendor must contact the Community Events Manager as soon as they are able.

Page 16 Item 22. Resale Produce

ORIGINAL

a. Reselling of any product is strictly prohibited. If approved in advance by the Market Manager, Agricultural Vendors may resell blueberries and/or asparagus grown within two hundred (200) air miles from Moscow, Idaho. Approved Vendors must display an "Authorized Reseller" sign, which will be provided by the Market, stating the name and location of the farm where the items were obtained. Farms supplying blueberries and asparagus to be resold at the Market will be held to the same site visits, standards, and guidelines as current Agricultural Vendors.

b. With some exceptions, the sale, sampling, tasting or give-away of resale items at the Market is prohibited. This includes bulbs, plants, and produce not specifically grown at the time and expense of the Market Vendor.

SUB-COMMITTEE PROPOSAL #1, 1/24/2020; TO BE REVIEWED BY COMMISSION ON 2/4/2020

22. Resale. The resale or reselling of any product is strictly prohibited.

Reasoning:

- Expectation of farm that is providing re-sale items will oblige the Moscow Farmers Market to a site visit. They have no incentive to follow Market policies.
- Currently have vendors that offer seasonal offerings of blueberries and asparagus.
 - Shinglemill Blueberry Farms, Sandpoint, ID (Tier 1)
 - Ahtanum Berry Patch, Yakima, WA (Tier 2)
 - Affinity Farm, Moscow, ID (Tier 3; small window)
 - Deep Roots Farm, Moscow, ID (Tier 3; small window)
- Perception that these items bring in customers is outdated
 - On poor weather days, the market is still drawing in 7,000+ customers.
 - Average number of open spaces for May was 17 including 5th street.
 - 9.25 average number of open spaces on Main Street- still filling the majority of Main Street.

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- Market offerings reflect seasonality of products and reinforce that the Market is not a grocery store.
- We have enough variety for early season shopping
 - Meat products
 - Value-Added
 - Prepared & Processed Foods
 - Crafts & Artisan Wares
 - Bedding plants
 - Greens
- Creating a policy for a select few and not the majority
 - Aichele Farms, Hermiston, OR
 - K&C Farms, Mattawa, WA

Page 14 Item 8. Signage

ORIGINAL

All Vendors must post clear signage, identifying Vendor's business and City/State of operation, during the Market's operating hours. Vendors subject to signage requirements as listed under any Federal, State or City regulations, must comply.

SUB-COMMITTEE REVISION #1, 1/24/2020; TO BE REVIEWED BY COMMISSION ON 2/4/2020

All Vendors **shall** post clear signage, identifying Vendor's business and City/State of operation, during the Market's operating hours. Vendors subject to signage requirements as listed under any Federal, State, or City regulations, must comply. **All signage must be contained within the Vendor's designated 11'x15' space(s).**

ADOPTED POLICIES BY COMMISSION

Page 5. Value-Added

ORIGINAL

Market Vendors who produce the majority of supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. The significant constituents of the product must be grown or raised on the producer's farm, ranch or market garden. Where possible, Vendors in this category must also be the processor of these value-added items.

SUB-COMMITTEE REVISION #1, 10/29/19; REVIEWED BY COMMISSION ON 12/3/19

Vendors who produce the majority of supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. **Seventy-five percent of the product ingredients must be grown or raised on the producer's farm, ranch or market garden. If a Vendor is unable to process their items, then items are subject to the jury process unless required by law to use a third-party processor (i.e. meat products).**

SUB-COMMITTEE REVISION #2, 12/9/19; REVIEWED BY COMMISSION ON 1/7/2020

Vendors who produce the majority supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. **The significant constituents**

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of the product must be grown or raised on the producer's farm, ranch or market garden. If a Vendor is unable to be the processor of their items and/or does not have complete oversight and ownership of the final product, then items are subject to the jury process unless required by law to use a third-party processor (i.e. meat products).

REVISION #3, 1/7/2020; ADOPTED BY COMMISSION

Vendors who produce supplies or ingredients for their processed goods and/or foods, which includes fibers, wood products, preserves, jams, jellies, ciders, beer, wine, syrups, salsas, smoked meats, cheeses, dried fruits and herbs, flours, oils, etc. The significant constituents of the product must be grown or raised on the producer's farm, ranch or market garden. If a Vendor is unable to be the processor of their items and/or does not have complete oversight and ownership of the final product, then items are subject to the jury process unless required by law to use a third-party processor (i.e. meat products).

Page 13. Item 3. Sale and Distribution of Non-Approved Items

ORIGINAL

The sale of non-approved items (such as canned or bottled water and soda etc.) is prohibited. The Market Manager has the authority to stop the sale of any non-approved item(s). Distribution by Vendors of literature, information or signage not related to Vendor's products or services, is prohibited.

SUB-COMMITTEE REVISION #1 11/13/19; REVIEWED BY COMMISSION ON 12/3/19

The Market Manager has the authority to stop the sale, distribution, or display of any non-approved item(s) such as canned or bottled beverages, literature, information, signage, etc. not related to the Vendor's products or services.

REVISION #2 12/9/19; ADOPTED BY COMMISSION ON 1/7/2020

The sale, distribution, or display of non-approved item(s) such as canned or bottled beverages, literature, information, signage, etc. not related to the Vendor's products or services is prohibited.