

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Chair

~Minutes~

Amanda Argona
Staff Liaison

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

Tuesday, November 1, 2022

4:00 PM

**Council Chambers
206 E. Third St.**

Meeting called to order at 4:02 pm.

WELCOME AND ATTENDANCE

MEMBERS: Jamie Hill (Chair) arrived at 4:07 pm, Mackenzie Lawrence (Vice Chair), Stuart Scott, Joshua Larson, Jonathan Rau, Jenny Parker, Colette DePhelps, Kerry Morsek

STAFF: Amanda Argona (Community Events Manager), Laura Perrigo (Administrative Specialist), Hailey Lewis (Councilmember; arrived at 4:04 pm)

GUESTS: Cody Riddle (Deputy City Supervisor)

REGULAR AGENDA

1. Reading of the Mission Statement

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.

Vice-chair Lawrence requested that Larson read the mission statement. Larson read the mission statement aloud.

2. Approval of Farmers Market Commission October 4, 2022 Minutes (ACTION ITEM)

Scott moved to approve minutes as presented. Lawrence seconded.

Roll Call Vote: Ayes: Scott, Lawrence, Hill, Larson, Parker, and Rau.

Nays: None. Abstentions: Morsek and DePhelps. 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 Commission. Please state your name and address for the record and limit your remarks to three (3) minutes.

Joann Muneta of Moscow, Idaho was present at the meeting to offer commentary on the Downtown Streetscape Project. No public comment provided.

4. Subcommittee Assignments (ACTION ITEM) – Argona (5 mins.)

Commission members are provided the opportunity to change or remain on their subcommittee assignments each year. To avoid violating Idaho's Public Meeting Law, subcommittees will have no more than four Commission members assigned at a given time. The following members have expressed interest either at the October Commission meeting or via email to the Community Events Manager.

- **2022-2023 Policy Subcommittee** – Parker and Lawrence requested to remain on this subcommittee. Larson expressed interest in serving on this subcommittee via email. Morsek expressed interest in remaining on this subcommittee via email.
- **2022-2023 Craft & Food Jury Subcommittee** – Martinet and Scott requested to remain on this subcommittee. Larson expressed interest in serving on this subcommittee via email. Rau expressed interest in remaining on this subcommittee via email.
- **2023 Site Visit Subcommittee** – Martinet requested to join and Lawrence requested removal from this subcommittee. Hill's and DePhelps' interests are unknown at this time.
- **2023 Branding Subcommittee** – Hill, Martinet, and Scott requested to remain on this subcommittee. DePhelps' interest is unknown at this time.

PROPOSED ACTIONS: Assign Commission members to active subcommittees or take other such action as deemed appropriate.

Hill reviewed the current subcommittee assignments and requests. Scott moved to accept the subcommittee assignments and requests. DePhelps seconded the motion.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None.
Motion carried.

5. 50th Anniversary Project (ACTION ITEM) – Argona (5 mins.)

According to an article in the August 31, 1976 edition of The Argonaut, the inaugural Moscow Farmers Market took place on July 31, 1976 organized by the Moscow Food Co-op. July 31, 2026 will mark fifty years of the Moscow Farmers Market in existence.

Staff is proposing for the Farmers Market Commission to either have a standing agenda item for 50th anniversary festivities, or form a subcommittee to develop project scope for approval by the entire Commission. Regardless of either option selected, any activity or action will likely not begin until 2024.

PROPOSED ACTIONS: Form a subcommittee for this specialized project, allow for this project to be handled by the entire Commission, or take other such action as deemed appropriate.

Argona called for discussion on the 50th Anniversary project. DePhelps suggested the staff and the Commission review previous ideas that were discussed, such as the StoryCorps interviews. Scott also agreed and proposed that the Commission first collect ideas for the project before deciding. Lawrence suggested that the Commission see historic ideas, then create a subcommittee to sort through finer details. Scott agreed.

Argona asked for clarification on whether the project remain a standing agenda item. Commission members indicated yes. DePhelps suggested getting insight from the Co-op on their 50th Anniversary Project because of their historic connection to the Farmers Market.

DePhelps moved to keep anniversary project a standing agenda item until further notice. Lawrence seconded.

Roll Call Vote: Ayes: Unanimous. Nays: None. Abstentions: None.
Motion carried.

6. Downtown Streetscape Project – Argona and Riddle (30 mins.)

Deputy City Supervisor Cody Riddle will provide an update on the proposed layout and amenities and potential affects to the Moscow Farmers Market for the 2023 season. No formal plans have been adopted by City Council and the proposal has been driven by input from the key staff, a downtown business steering committee, and public meetings, including two days of dot posters at the Market in August.

Riddle recapped the scope of the Downtown Streetscape Project before providing an update. The recap included:

- Outreach and planning process
- Community feedback on downtown street trees
- Potential improvements to degraded curbs and sidewalks
- Updating the look and amenities of Friendship Square
- Maintaining a downtown water feature
- Woonerf concept of at grade sidewalk
- Changes to parking availability

Riddle also addressed the potential expanded space for Farmers Market after approved improvements. He asked for feedback from the Commission.

Lawrence asked for clarification on the Woonerf concept between 3rd and 5th Streets. She suggested that it is worth the time and investment to extend it to 6th Street for the continuity of the Market. Riddle responded the current proposal for the Woonerf is limited simply because it will likely be a costly endeavor. Riddle also stated that a similar treatment is proposed for 2nd Street.

Joann Muneta asked if the Market would be moved to 2nd Street. Argona responded that the Market may temporarily move pending what Council approves, but that there are no plans to expand the Market beyond its current footprint.

Lawrence asked about amenities at Friendship Square. Argona responded that there is still further discussion on amenities.

Scott asked if Council will be able to pick and choose features in the final design and how will proposed planters and seating interact with Vendors' ability to set-up booths. Riddle commented that he understands that the space needs to be flexible for Vendors to set-up and anticipates the project design team has been taking that into consideration.

The Commission questioned how the project will be funded. Riddle responded it is still yet to be determined but there are some options the City is looking into.

Rau asked about construction phasing. Riddle and Argona both indicated that it will likely be based on what makes sense for traffic patterns. Argona went further to state that she is not in favor of phasing that has the potential to split the Market.

Muneta expressed concerns to keep Friendship Square a good public space, keep live music, and ensuring the free speech wall is intact for the Market. Hill clarified there will still be public space and walk space it will just be leveled. Discussion ensued on where music should continue to be performed and on which side of Main St. DePhelps approved of music on eastside, and Scott also endorsed this idea.

Hill commented that she would be in favor of the sidewalk and street being at grade, but expressed concerns of varying textures being an issue for individuals with mobility issues. Lawrence saw texture being an issue for vendors as well. DePhelps echoed Lawrence's idea to extend the Woonerf project to 6th St. Lewis asked for Argona's input on how the proposed layout may affect Vendors. Argona responded that ideally Vendors are receiving the same information on how to set-up their booth, but that the current Market layout already creates unique spaces and issues for each Vendor.

REPORTS

1. Rapid Market Assessments – DePhelps

DePhelps presented on the 2022 Rapid Market Assessments to the Commission, focusing on estimated attendance and dollars spent at the Market per shopping group. The presentation is attached for review. Argona requested that this be a report at the December meeting to review the additional questions on merchandise and transportation.

Larson left at 5:02 pm.

2. Policy Subcommittee – Lawrence, Argona, Parker, and Morsek

Argona and Lawrence provided a brief overview since Parker and Morsek were absent, and Larson was only present to observe. The scope of discussion for their next meeting on Tue., Dec. 13 includes:

- Are Market philosophies and core values in alignment, and what distinguishes one from the other?
- Changing fifty percent (50%) of all Vendors being Agricultural Vendors, to fifty percent (50%) of the Market footprint occupied by Agricultural Vendors.
- Reviewing the ADA Service Animal only policy. This topic generated a lot of discussion amongst the Commission on the pros and cons of only permitting ADA Service Animals rather than being a 'dog-friendly' Market.

ANNOUNCEMENTS

1. Farmers Market Commission representation required

Mon., Nov. 7, 2022, 7 pm at City Council – Halloween Costume Contest award presentation (*Hill and Lawrence*)

Mon. Dec. 5, 2022, 7 pm at City Council – Downtown Streetscape Project proposal (*optional*)

Thu., April 6, 2023, 3 to 5 pm in 1912 Center Great Room – Annual Vendor Orientation (*all*)

Craft & Food Jury Subcommittee members

Fri., Nov. 18, 2022, 11 am in Council Chambers – Fall Re-juries

Wed., Mar. 1, 2023, 8 am to 12 pm in 1912 Center Great Room – Craft & Food Jury 1

Fri., Mar. 3, 2023, 8 am to 12 pm in 1912 Center Great Room – Craft & Food Jury 2

Mon., Mar. 20, 2023, 2 to 6 pm in 1912 Center Great Room – Craft & Food Jury 3

Wed., Mar. 22, 2023, 2 to 6 pm in 1912 Center Great Room – Craft & Food Jury for returning Vendors

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 December 6, 2022 at Moscow City Hall in Council Chambers

ADJOURN

Meeting adjourned at 5:30 pm.

