

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
Commission Chair
fmc@ci.moscow.id.us

Regular Meeting
~Agenda~

Amanda Argona
Staff Liaison
208-883-7132

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

Tuesday
January 3, 2023

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 December 6, 2022 Minutes (ACTION ITEM)

PROPOSED ACTIONS: Approve minutes, amend minutes, or take such other action deemed appropriate.

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 city of residence for the record and limit your remarks to three (3) minutes.

4. Farmers Market Commission Officer Elections (ACTION ITEM)

Commission members may nominate another member or self-nominate for the positions of Chair and Vice-Chair.

PROPOSED ACTIONS: Elect officers or take such other action as deemed appropriate.

5. Washington State Farmers Market Association Conference (ACTION ITEM)

At the December meeting, the Commission voted to select two members to attend the 2023 WSFMA Conference, held in Leavenworth, WA from Feb. 23-25. At the direction of the Commission, staff has purchased two conference tickets and reserved a room totaling \$1,048.36. This leaves the Commission with \$951.64 in their FY23 budget.

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PROPOSED ACTIONS: Select Commission members to attend, or take such other action deemed appropriate.

6. 2023 Poster Artwork Submission guidelines (ACTION ITEM)

Staff has modified this year's submission guidelines based on feedback from the Commission during the 2022 submission and finalist selection process.

PROPOSED ACTIONS: Accept new submission guidelines, or take such other action deemed appropriate.

REPORTS

1. **Policy Subcommittee – Larson, Lawrence, Morsek, Parker, Argona**
2. **Five Year Sales Reporting – Argona**
3. **Downtown Streetscape Project update - Argona**

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.

- Proposed revisions to 2023 Handbook (February)
- Selection of finalists' artwork for 2023 Poster (March)

2. Farmers Market Commission regular meeting February 7, 2023 at Moscow City Hall in Council Chambers

ADJOURN

NOTICE: It is the policy of the City of Moscow that all City-sponsored public meetings and events are accessible to all people. If you need assistance in participating in this meeting or event due to a disability under the ADA, please contact the City's ADA Coordinator by phone at (208) 883-7600, TDD (208) 883-7019, or by email at adacoordinator@ci.moscow.id.us at least 48 hours prior to the scheduled meeting or event to request an accommodation. The City of Moscow is committed to ensuring that all reasonable accommodation requests are fulfilled.

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
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Regular Meeting
~Minutes~

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Tuesday
December 6, 2022

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting called to order at 4:00 pm

WELCOME AND ATTENDANCE

MEMBERS: Jamie Hill (Chair), Samantha Martinet; Jonathan Rau; McKenzie Lawrence (Vice Chair), Stuart Scott; Jenny Parker, Colette DePhelps (4:04 pm), Kerry Morsek (4:04 pm)

ABSENT: Joshua Larson

STAFF: Amanda Argona (Community Events Manager), Laura Perrigo (Administrative Specialist), Hailey Lewis (Councilmember, arrived at 4:26 pm)

GUESTS: Kassie Smith (Future Farmers Market Commission Member)

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.

Chair Hill requested that Scott read the Mission Statement aloud due to this meeting being his final attendance as a Commission member.

Hill introduced Kassie Smith to the Commission as the new Crafts Vendor representative. Argona shared that in addition to Smith, Gerardo Alvarez of Patty's Mexican Kitchen will be joining as the new Specialty Food Vendor representative, and that this is also Rau's last meeting.

2. Approval of Farmers Market Commission November 1, 2022 Minutes (ACTION ITEM)

MOSCOW FARMERS MARKET COMMISSION



Jamie Hill
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Regular Meeting
~Minutes~

Amanda Argona
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Tuesday
December 6, 2022

4:00 PM

Council Chambers
206 E. 3rd St.

PROPOSED ACTIONS: Approve minutes, amend minutes, or take such other action deemed appropriate.

Scott moved to approve minutes. Lawrence seconded.

Roll Call Vote: Ayes: Hill, Scott, DePhelps, Morsek, Lawrence, Rau, Parker.
Nays: None. Abstentions: Martinet. 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 city of residence for the record and limit your remarks to three (3) minutes.

No public comment provided.

4. 50th Anniversary Project – Hill, DePhelps, Argona

Staff has compiled a list of actions previously taken in regards to an oral history project in service to the Moscow Farmers Market 50th anniversary. The Commission has requested for the project to remain a standing agenda item until further notice.

Argona produced a compilation of work previously completed on the 50th Anniversary Project. She shared with the Commission that the motivation for this project began with the previous Market Manager Daniel Stewart at the behest of losing longtime resident and Market supporter Linda Pall. Included in the archived notes was a proposal to include a companion table book with stories and recipes relevant to the history of the farmers market. DePhelps spoke on contacts to reach out to who helped organize the start of the Moscow Farmers Market and cited Robin Ohlgren as a potential resource to help develop that list. Argona suggested that interviews of key individuals during the off season might allow a more diligent and focused approach versus the previous Market Side Chats that took place during Market at the Moscow Chamber of Commerce + Visitor Center. Hill suggested that as the original folks on the subcommittee, her, DePhelps, and Argona meet to organize an action plan.

5. FY23 Farmers Market Commission budget (ACTION ITEM) – Hill

The Commission has \$2,000 available for conference attendance and outreach materials. Funds are available until September 30, 2023.

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Conferences available for Commission attendance include:

- Washington State Farmers Market Association, Feb. 23 – 25, Leavenworth, WA
 - \$600-\$900 in estimated expenses
- InTents Farmers Market Pros, Mar. 5 – 9, San Diego, CA
 - \$1,500-\$2,000 in estimated expenses

PROPOSED ACTIONS: Select conference to attend, or take such other action deemed appropriate.

Hill presented the conference options to the Commission. Lawrence requested clarification with Argona on the budget. Argona explained how the budget has been previously used for tabling materials and giveaways as well as conference attendance. She commented that some outreach materials are low. DePhelps proposed sending two commission members to the Washington State Farmers Market Association conference. Lawrence also approved of this idea based on cost comparison of the two conference. Discussion ensued about additional tabling opportunities and how it seems unlikely there will be additional tabling outside of the Market.

DePhelps moved to send two commission members to the Washington State Farmers Market Association conference. Martinet seconded.

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

Lewis arrived at 4:26 pm; Rau left meeting at 4:29 pm.

6. Community Events Manager report (ACTION ITEM) – Argona

Report covers:

- 2022 merchandise sales total and paid sales tax
- 2022 annual gross sales reporting per item 12 on page 22 of the Market Handbook
- 2023 scope of work for the Commission

PROPOSED ACTIONS: Accept entire report, accept portions of the report, or take such other action deemed appropriate.

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Argona presented the total amount in merchandise sales, as well as tax paid, sales reporting numbers, and disqualified Vendors. This year's sales reporting showed an increase in the number of Vendors using Farmspread to report. Discussion ensued about greater economic impact of the Market to Moscow and how gross sales compared from 2022 to 2021. DePhelps asked for staff to compile a five year graph of sales reporting. Parker interested to know more about SNAP/EBT sales and if they are tracked in Farmspread. Argona said that she will need to check to see if that is an item she can add for reporting, but that she is relying on data from Backyard Harvest as they are contracted for SNAP/EBT services. She has also reached out to Washington State contacts for WIC and SFMNP redemption rates.

The Commission reviewed the 2023 Scope of Work for Commission, DePhelps requested that farm visits be added.

DePhelps moved to approve all aspects of the Community Events Manger report. Morsek seconded.

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

REPORTS

1. Rapid Market Assessments – DePhelps

DePhelps presented the remaining RMA results on merchandise and transportation. Out of the 1,300 responses regarding merchandise: 39% of respondents indicated they weren't interested; 29% were in favor of reusable bags; 13% t-shirts; 10% stickers; 3% aprons; 3% insulated cup; and 2% were write-in. Discussion ensued about having an online storefront to avoid inventory storage and over-buying, in addition to whether an online storefront is in conflict with prioritizing local business partnerships.

Out of the 1,681 responses regarding transportation to the Market: 40% of respondents carpool with 2 or more individuals from the same household; 22% carpool from multiple households; 21% walk to Market; 13% are a single individual who use their car; and 2% bike/e-bike to Market.

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

Argona shared updates on proposed changes for the 2023 Handbook:

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- Philosophies would be incorporated in to Core Values.
- Eligibility for Tier 3 Vendors to receive parental leave and/or sabbatical.
- Inclusion of the word “regional” in the mission statement of the Market.
- Stating that Youth Vendors are eligible to receive penalties, as this was previously unclear.

Argona asked the Commission to comment on the direction of the Policies Subcommittee work to ensure they were headed in the right direction. The Commission generally agreed there were no issues with the subcommittee’s scope of work. DePhelps requested to keep the word “local”, in addition to adding “regional” in the mission statement.

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.

- Proposed revisions to 2023 Handbook
- Chair and Vice-Chair nominations and elections

2. Farmers Market Commission regular meeting January 3, 2023 at Moscow City Hall in Council Chambers

Morsek indicated she will not be present at the January meeting.

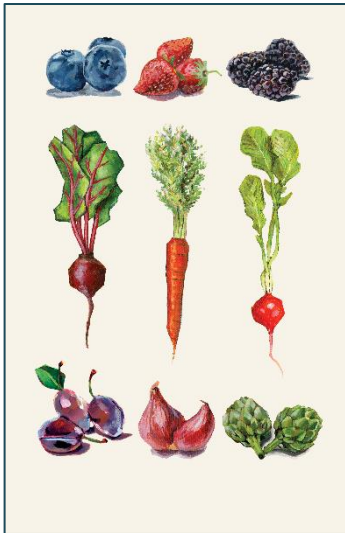
ADJOURN

Meeting adjourned at 5:20 pm.

MOSCOW FARMERS MARKET



Artwork wanted for feature on the Moscow Farmers Market Poster!



The City of Moscow Community Events Division and Farmers Market Commission are accepting artwork submissions for feature on the 2023 Moscow Farmers Market poster. Artists are invited to submit visual interpretations of this longstanding community event with no accompanying text through the City of Moscow Submittable portal at <https://moscowarts.submittable.com/submit>. Text will be added upon selection of artwork utilizing the Market's current design standards. For additional information regarding this annual call for art, please visit:

- www.ci.moscow.id.us/197/Farmers-Market
- www.ci.moscow.id.us/206/Market-Poster
- www.facebook.com/MoscowFarmersMarket

ELIGIBILITY & SUBMISSIONS

- Artist resides in a 200 air-mile radius from Moscow, Idaho. Students from the following schools are exempt from this restriction: University of Idaho, New Saint Andrews College, Washington State University, and Lewis-Clark State College.
- Artist may only submit one entry.
- Artist submission portrays one or more of the following themes:
 - A scene at the Moscow Farmers Market
 - The social culture of the Moscow Farmers Market
 - A collection of assemblage of products available at the Moscow Farmers Market
- Submission is of original design and any picture(s) or graphic(s) used must belong to the artist.
- Submissions featuring the following design elements will not be considered

MOSCOW FARMERS MARKET



- Produce not available at the Moscow Farmers Market (i.e. bananas, avocados, pineapples, etc.)
- Animals and/or pets. Dogs that are shown assisting an individual with a disability, or wearing an ADA Service Dog vest are acceptable.
- Submissions may be in any 2D medium including drawing, painting, mixed media, photography, crayon, marker, original graphic art, etc. or a photograph of a 3D art piece.

SELECTION PROCESS

The selection panel includes members of the Farmers Market Commission and City of Moscow staff. From the submissions, the panel selects a maximum of five finalists for public voting. Public voting will begin at 8 am on Fri., Mar. 10 until 8 am on Fri., Mar. 31. The finalist submission with the most votes at the end of the voting period is the winner and will be announced via social media and press release.

Finalist selection criteria includes:

- The use of bright, lively, and festive colors.
- The subject matter aligns with one of the three submission themes.
- The subject matter reflecting diversity of products and/or people.
- The ability of the artwork to read well from various distances.
- The ability of the artwork to be replicated on an 11"x17" or 17"x11" sized poster, of which up to 2" is primarily dedicated to information about the Moscow Farmers Market such as City and program logos, supporting organizations, etc.

The selected artist has the option to be present during a Moscow Farmers Market in the month of May to sign finalized posters in-person. The original selected artwork will become property of the portable City of Moscow Art Collection and the selected artist, or guardian if applicable, agrees to sign an art purchase agreement and receive a \$500 honorarium. The artist is responsible for having the work professionally framed prior to delivering it to the Community Events Division. The artist will retain the copyright to the artwork, though the City of Moscow will be granted an irrevocable license to reproduction of the winning work for promotional needs.

FILE UPLOADS

2D submissions: Upload (1) print ready digital file in .jpeg, .png, or .pdf with the following file name format: LastnameFirstname_ArtworkTitle_DateCompleted
Example: SmithDana_FarmerInTheGarden_2021

Submission must conform to the following:

- Convert all images to CMYK color mode.
- File size should be less than 30MB.

MOSCOW FARMERS MARKET



- For computer generated files:
 - Convert all fonts to outlines / curves or rasterize all text layers
 - Save all images in 300 DPI (Dots per Inch) resolution

3D submissions: Upload up to (3) digital files in .jpeg, .png, or .pdf with the following file name format:

LastnameFirstname_ArtworkTitle_DateCompleted_filenamenumber

Example: SmithDana_FarmerInTheGarden_2021_1

DRAFT

MOSCOW FARMERS MARKET COMMISSION



Original Page 6

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.

Core Values

Access: Providing access to locally grown produce, foods, unique handmade goods, and their producers.

Economic Opportunity: Contributing to the greater Moscow economy with emphasis on assisting local, small, independently owned, and start-up enterprises.

Community: Building community by welcoming all residents and visitors, and providing a safe space and opportunity for community engagement, interaction, entertainment, and cultural enrichment.

Information: Increasing awareness of, and providing education about and in support of health and wellness practices, regional agriculture, sustainability, and sound environmental practices.

Philosophies

The Market has adopted several important philosophies to maintain its integrity. Using these concepts, in conjunction with the Mission and values, has provided operational guidelines for the Market for many years.

Agricultural Focus: It is the goal of the Moscow Farmers Market to have fifty percent (50%) of all approved Vendors selling agricultural products.

Economic Development: The Market encourages all Vendors to utilize local sourcing that is direct from producer in an effort to support regional agriculture and small businesses.

Local Production: All Vendors shall be the grower/producer and conduct their operation in a location not more than two hundred (200) air miles from Moscow, Idaho.

2022-2023 Policy subcommittee

Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.

MOSCOW FARMERS MARKET COMMISSION



Proposed Revision(s) to Page 6

Mission Statement

The Moscow Farmers Market celebrates life on the Palouse by providing the community with the opportunity to buy and **sell local and regional 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.

Core Values

Access: Providing the community with access to local Vendors and their goods with an emphasis on having at least fifty percent (50%) of the Market's Vendors located within Latah and Whitman counties.

Agricultural Focus: Prioritizing space for agriculturally-derived products by having at least fifty percent (50%) of the Market's footprint occupied by Vendors selling such products for the majority of the Market season.

Economic Opportunity: Contributing to the greater Moscow economy with emphasis on assisting independently-owned, and start-up enterprises while encouraging Vendors to locally source materials and ingredients direct from regional businesses and/or producers.

Community: Providing a safe space and opportunity for positive engagement that welcomes all residents and visitors.

Information: Increasing awareness of regional agriculture, sustainability, and sound environmental practices through education and outreach activities.

2022-2023 Policy subcommittee

Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.

MOSCOW FARMERS MARKET COMMISSION



Original Youth Vendors Page 10.

The Market encourages and supports early entrepreneurial interest of farming, gardening, crafts, and food preparation. This Handbook generally applies to Youth Vendors. Adults, chaperones, guardians, and/or other family members in attendance with a Youth Vendor shall also abide by this Handbook and subsequent policies, especially in decorum and etiquette. The following sub-categories are applicable to Youth Vendors to assist with product distribution:

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 fifteen-foot (5'x15') 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 – Vendor Eligibility and Approval. Pending acceptance through these processes, Juniors will be subject to Tier 1, 2, or 3 registration and stall fees in the Vendor Fee Schedule and the Youth Fee will no longer be applicable, see Appendix 2 – Moscow Farmers Market Vendor Fees.

All Youth Vendors shall adhere to the following:

- Be the grower or producer of items for sale.
- Complete and submit paperwork.
 - Food Risk Assessment form (applicable for the sale of drink or food).
 - Youth Vendor registration form.
 - Release and Hold Harmless form.
 - ST-124 tax form (submitted to the Idaho Tax Commission at the end of the season).
- Request space by Tuesday at 5:00 p.m. for priority consideration.
- Actively sell their goods and items without the assistance of a parent and/or chaperone, where possible.
- Have an adult chaperone present at the Moscow Farmers Market, or be supervised by a parent and/or guardian.
- Be limited to no more than three (3) individual youths in the cases of group participation.

2022-2023 Policy subcommittee

Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.

MOSCOW FARMERS MARKET COMMISSION



Proposed Revision(s) to Youth Vendors Page 10.

The Market encourages and supports early entrepreneurial interest of farming, gardening, crafts, and food preparation. This Handbook generally applies to Youth Vendors. Adults, chaperones, guardians, and/or other family members in attendance with a Youth Vendor shall also abide by this Handbook and subsequent policies, especially in decorum and etiquette. The following sub-categories are applicable to Youth Vendors to assist with product distribution:

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 - Food Risk Assessment form (applicable for the sale of drink or food).
 - Youth Vendor registration form.
 - Release and Hold Harmless form.
 - ST-124 tax form (submitted to the Idaho Tax Commission at the end of the season).
- Request space by Tuesday at 5:00 p.m. for priority consideration.
- Have their booth set-up by 8:00 a.m.
- Actively sell their goods and items without the assistance of a parent and/or chaperone, where possible.
- Have an adult chaperone present at the Moscow Farmers Market, or be supervised by a parent and/or guardian.
- Be limited to no more than three (3) individual youths in the cases of group participation.
- Youth Vendors and their designated chaperone(s) who fail to meet the Policies of this Handbook and Youth Vendor Guidelines are subject to the penalty process as outlined in Appendix 4 – Moscow Farmers Market Notice of Penalty.

2022-2023 Policy subcommittee

Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.

MOSCOW FARMERS MARKET COMMISSION



Original Market Vendor Space Page 14. Item 5. Sub-item b.

b. Space Assignments: The Market recognizes the value of Vendors maintaining a consistent location for the development of a healthy customer base. Without compromising quality, preference will be given to the most local grower/producer when space becomes available. Vending space allocation is decided at the discretion of the Community Events Manager and is based on the level of commitment chosen by the Vendor as defined in the fee schedule (see Appendix 2 – Moscow Farmers Market Vendor Fees), as well as historical occupation and availability as it pertains to Market Product Mix. Vendors that have consistently occupied a specific space(s) in the Market during the previous Market Season, and who purchase the Tier 3 vending package for the upcoming Market Season, will be given the opportunity to remain in that same location for the duration of that Market Season. Agricultural based Vendors whose product readiness is determined by the growing seasons will be given special consideration by Market Management on a case-by-case basis.

Original Market Fees Page 16. Item 6. Sub-item b. Tier Packages i. Tier 3

b. Tier Packages: Packages are non-transferrable and non-refundable. The Market currently offers the following tier packages to Vendors.

- i. Tier 3 – Seventy-five percent (75%) or more attendance**
 - Vendor chooses to attend between eighteen (18) and twenty-six (26) consecutive Markets
 - Highest registration fee
 - Lowest daily per booth fee
 - Guaranteed same location
 - Allowed to substitute representation for two (2) Markets
 - Must notify Management of their first and last anticipated attendance date

MOSCOW FARMERS MARKET COMMISSION



Proposed Revision(s) to Market Vendor Space Page 14. Item 5. Sub-item b.

b. Space Assignments: The Market recognizes the value of Vendors maintaining a consistent location for the development of a healthy customer base. Vending space allocation is based on the level of commitment chosen by the Vendor as defined in Appendix 2 – Moscow Farmers Market Vendor Fees, as well as historical occupation and availability as it pertains to Market Product Mix. Agricultural based Vendors whose product readiness is determined by the growing seasons will be given special consideration by Market Management on a case-by-case basis and will not be penalized due to weather events that delay or impact their products.

Proposed Revision(s) to Market Fees Page 16. Item 6. Sub-item b. Tier Packages i. Tier 3

b. Tier Packages: Packages are non-transferrable and non-refundable. The Market currently offers the following tier packages to Vendors.

- i. **Tier 3** – Seventy-five percent (75%) or more attendance
 - Vendor chooses to attend between eighteen (18) and twenty-six (26) consecutive Markets
 - Highest registration fee
 - Lowest daily per booth fee
 - Guaranteed same location
 - Allowed to substitute representation for two (2) Markets
 - Must notify Management of their first and last anticipated attendance date
 - Eligible to maintain space location if unforeseen circumstances arise that affect a Vendor's ability to meet attendance requirements upon communicating with Community Events Manager. Such examples may include: parental leave, bereavement, elder care, etc.

MOSCOW FARMERS MARKET COMMISSION



SUBCOMMITTEE REVIEW NOTES

Subcommittee Review of Page 6

10/18/22 – *Lawrence and Argona present; Larson observing.* General idea to overhaul and review all of page 6 (Mission Statement, Core Values, and Philosophies) to eliminate redundancy and provide clarity, including:

- Adding the word “regional” to Mission Statement
- Suggestion of adding a Sustainable philosophy
- Understanding of what is a core value v. a philosophy and ensuring their support of the one another.

11/1/22 – Subcommittee did not have explicit revisions to present to Farmers Market Commission.

11/15/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.* Subcommittee determined that current Philosophies be consolidated with Core Values.

12/6/22 – Subcommittee presented to Farmers Market Commission. No serious changes recommended by Commission.

12/13/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.* Changes finalized for review by Vendors and Commission.

Subcommittee Review of Page 10

10/18/22 – *Lawrence and Argona present; Larson observing.* Inclusion of:

- Have their booth set-up by 8:00 a.m.
- Notice of Penalty

11/1/22 – Subcommittee did not have explicit revisions to present to Farmers Market Commission.

11/15/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.* No further discussion on changes.

12/6/22 – Subcommittee presented to Farmers Market Commission. No serious changes recommended by Commission.

12/13/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.* Changes finalized for review by Vendors and Commission.

2022-2023 Policy subcommittee

Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.

MOSCOW FARMERS MARKET COMMISSION



Subcommittee Review of Pages 14-16

10/18/22 – *Lawrence and Argona present; Larson observing.* Subcommittee considered inclusion of clear language that Vendors are not penalized for weather events that impact products.

11/1/22 – Subcommittee did not have explicit revisions to present to Farmers Market Commission.

11/15/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.*

- Consider inclusion of verbiage under Tier 3 package
- Consider inclusion of verbiage that addresses parental leave, family emergencies, etc.

12/6/22 – Subcommittee presented to Farmers Market Commission. Commission requested subcommittee to consider including language that imposes a time limit on sabbatical, recognition of elder care, and encouragement of open communication with the Community Events Manager.

12/13/22 – *Larson, Lawrence, Morsek, Parker, and Argona present.*

Changes finalized for review by Vendors and Commission.

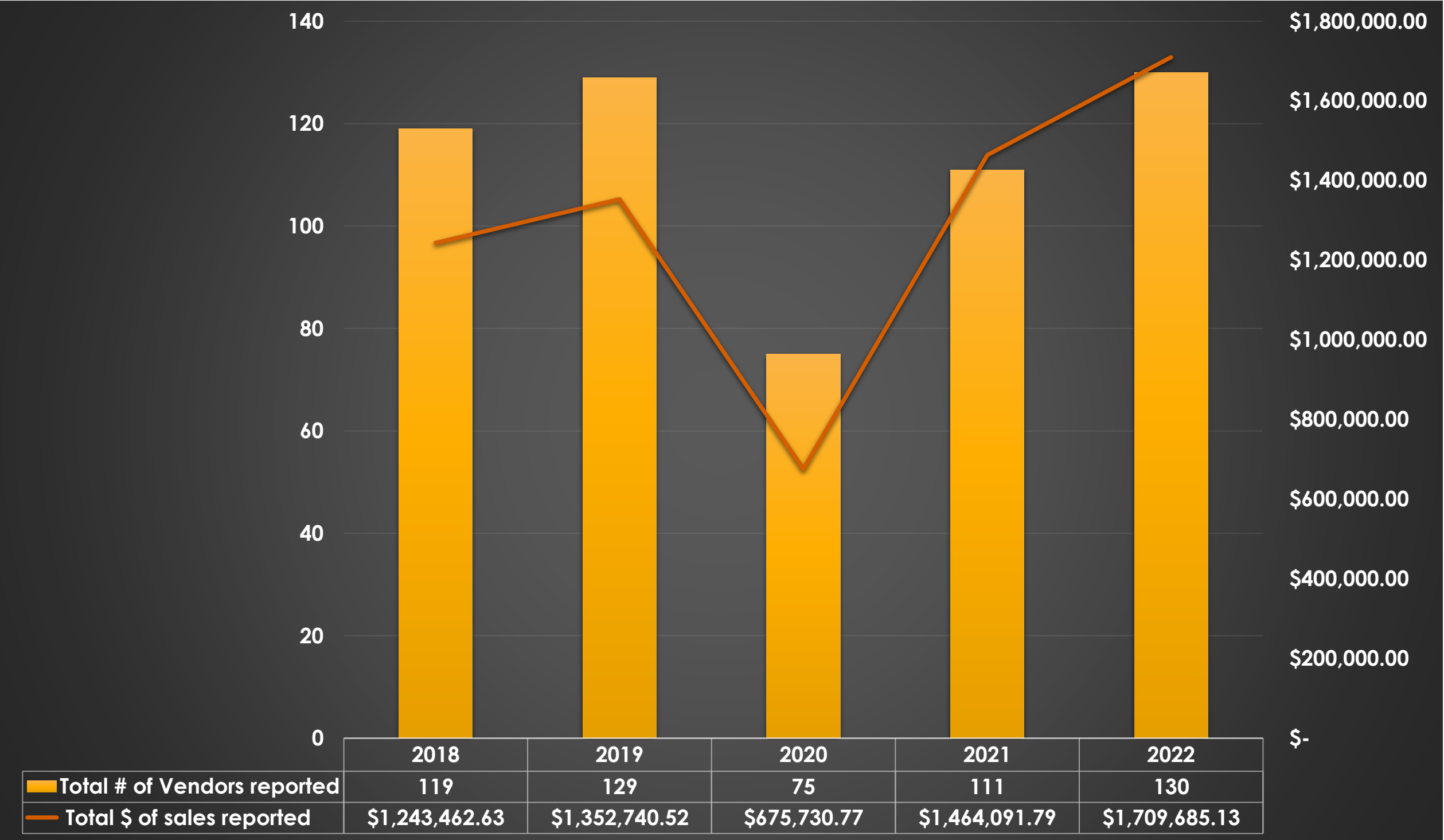
2022-2023 Policy subcommittee

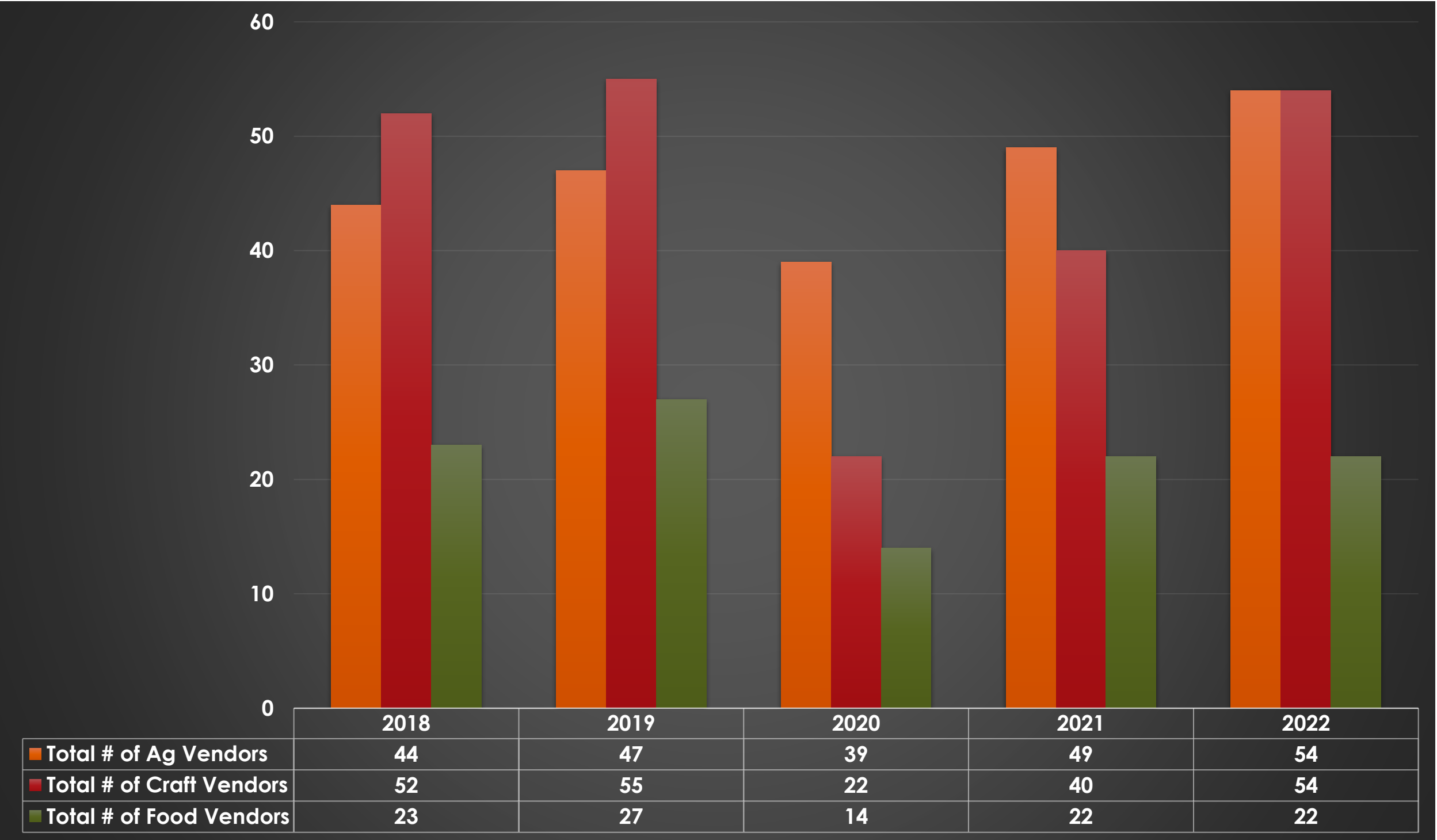
Mackenzie Lawrence, At-Large Rep.

Kerry Morsek, At-Large Rep.

Jenny Parker, Produce Vendor Rep.

Josh Larson, At-Large Rep.





\$1,000,000.00

\$900,000.00

\$800,000.00

\$700,000.00

\$600,000.00

\$500,000.00

\$400,000.00

\$300,000.00

\$200,000.00

\$100,000.00

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2018

2019

2020

2021

2022

Total \$ of Ag sales reported

\$636,859.79

\$801,533.62

\$505,994.64

\$764,056.01

\$896,137.68

Total \$ of Craft sales reported

\$249,611.83

\$215,083.35

\$70,620.87

\$254,991.57

\$327,648.72

Total \$ of Food sales reported

\$356,991.01

\$336,123.55

\$99,115.26

\$445,044.21

\$485,898.73

