

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>

Wednesday
July 5, 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 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.

2. Approval of Farmers Market Commission May 2, 2023 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. 2023 Site Visits (ACTION ITEM) – DePhelps and Argona (1 hour)

The Site Visit subcommittee visited eight new agricultural producers on Wed., May 17, Wed., May 24, and Fri., May 26. Two agricultural producers remain to be visited this season. The following concerns and issues were raised from the May visits:

- a. Concern in regards to the raising/management of livestock that is purchased from another producer and whether this is in alignment with Basic Eligibility requirements of being the producer of such goods.
- b. Concern in regards to production practices not in alignment with encourage and preferred sustainable and environmentally sound practices as stated in the Market Handbook in the following areas:
 - **Mission Statement** – See top of agenda

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- **Information core value** – “Increasing awareness of regional agricultural, sustainability, and sound environmental practices through education and outreach activities.”
- **Sustainable Practices definition, adapted from the United States Department of Agriculture** – “An integrated system of plant and animal production practices that are capable of maintaining their productivity and usefulness to society over the course of time. These systems incorporate the most efficient use of nonrenewable resources and on-farm resources, and where appropriate, utilized natural biological cycles and controls that maintain agricultural productivity, promote economic vitality in both the short and long term, and maintain stable rural communities, and quality of life.”
- **Agricultural Vendor definition** – “Vendors who participate in the cultivation, harvesting, or production of crops, or management of livestock and bees. Vendors are strongly encouraged to be hygienic and sustainable with their practices in planting, growing, cultivating, harvesting, transporting, and offering of such items for sale.”

Per Appendix 6 – Vendor Eligibility & Approval of the Market Handbook, under Issues and Actions “...Vendors who are deemed incompatible with the Market’s mission statement, core values, and philosophies by the Site Visit subcommittee may attend the Market until further notice by the Commission.”

PROPOSED ACTIONS: Prohibit Vendors from bringing meat products that are derived from purchased livestock for the remainder of the 2023 season; or take such other action deemed appropriate.

PROPOSED ACTIONS: Prohibit Vendor from attending the Moscow Farmers Market for the remainder of the 2023 season; or take such other action deemed appropriate.

REPORTS

1. **WSFMA Conference report – DePhelps, Lawrence, Argona**
2. **Community Events Manager report – Argona**

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ANNOUNCEMENTS

1. Farmers Market Commission representation required

- **Jul. 29, 7:45 am to 1 pm – RMA Customer count**
Minimum of five Commission members and/or volunteers.
Confirmed: J. Hill
- **Aug. 12, 9 to 11 am – National Farmers Market Week Celebration**
Minimum of three Commission members to assist with emceeing, engagement, and prize drawing.
Confirmed: J. Hill, J. Larson
Maybe: K. Morsek
- **Aug. 26, 7:45 am to 1 pm – RMA Customer count**
Minimum of five Commission members and/or volunteers.
Confirmed: J. Larson
Maybe: J. Hill, K. Morsek

2. Proposed Items for Future Agendas

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

- Strategic Plan update (August)

3. Farmers Market Commission regular meeting August 1, 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 adaordinator@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.

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Tuesday
May 2, 2023

4:00 PM

Council Chambers
206 E. 3rd St.

Meeting called to order at 4:02 pm

WELCOME AND ATTENDANCE

PRESENT: Jamie Hill (Chair), Gerardo Alvarez, Kassie Smith, Joshua Larson, Jenny Parker, Kerry Morsek,

ABSENT: Samantha Martinet, Mackenzie Lawrence, Colette DePhelps

STAFF: Amanda Argona, Laura Perrigo, Maureen Laflin, Cody Riddle (left at 4:42 pm)

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 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.

Larson read the mission statement out loud.

2. Approval of Farmers Market Commission April 4, 2023 Minutes (ACTION ITEM)

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

Larson moved to accept the minutes as presented; Smith seconded.

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

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No public comment was made.

4. Downtown Streetscape Project update – Argona, Riddle

Riddle and Argona presented the current concept of the Streetscape Project that was presented to City Council on Monday, May 1. Riddle and Argona discussed with the Commission the following updates:

- The Woonerf concept being extended from 3rd St. through 6th St.
- Future electricity layout to benefit Vendors at the Market and accommodate other downtown events.
- Pavers providing an opportunity to have permanent booth space numbers.
- Addition of Vendor spaces on the east 4th St.

Alvarez suggested that new or added electricity be able to accommodate large food trailers and/or trucks, similar to the Latah County Fairgrounds' hookups for recreational vehicles. Smith was curious about rain water flow during heavy rain events and how will it be channeled without a curb. Riddle talked about a channel that will be a part of the Woonerf design to direct water flow. Argona presented options to continue running Market during construction and other changes that might come once project is underway. Riddle stated the construction wouldn't begin until 2026, once funding is established. Discussion continued around how donations can help with funding.

5. Upcoming outreach (ACTION ITEM) – Argona, Hill

2023 scope of work was accepted by the Commission at their December 6, 2022 meeting. The following dates require Commission member commitment and involvement:

- **May 13, 9 am-12 pm | Commission hosting 2023 poster artist**
Minimum of two Commission members to table either together for duration, or for 1.5 hours.
- **May 27, 7:45 am-1 pm | RMA Customer count**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.

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- **Jun. 24, 7:45 am-1 pm | RMA Customer count; tabling at Market to promote America's Farmers Market Celebration voting**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.
- **Jul. 29, 7:45 am-1 pm | RMA Customer count**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.
- **Aug. 12, 9-11 am | National Farmers Market Week Celebration**
Minimum of three Commission members to assist with emceeing, engagement, and prize drawing.
- **Aug. 26, 7:45 am-1 pm | RMA Customer count**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.
- **Sep. 30, 7:45 am-1 pm | RMA Customer count**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.
- **Oct. 21, 7:45 am-1 pm | RMA Customer count**
Non-Vendor Commission members to be available for customer counts on the hour for ten-minute intervals. Volunteers will be recruited to fill in assignments as needed.
- **Oct. 28, 9 am-12 pm (potentially longer for tallying votes) | Halloween Costume Contest**
Minimum of four Commission members to assist with emceeing and judging.

PROPOSED ACTIONS: Assign members to outreach dates, or take such other action deemed appropriate.

Argona stated that Commission members who are Vendors are exempt from volunteering for these dates, but are welcome to do so if it makes sense with their schedule.

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Staff will focus on student volunteer recruitment for the RMA customer counts for August, September, and October. Laflin highlighted different ideas on how to get students down to the Market during UI orientation. Hill called for a vote on member availability.

- May 13 – Morsek indicated she may be available. Argona relayed that Martinet is available.
- May 27 – Morsek confirmed her availability; Martinet is tentative; Larson and Hill are unavailable.
- June 24 – Larson and Morsek confirmed availability; Martinet and Hill are unavailable.
- July 29 – Hill confirmed availability; Morsek and Larson are unavailable.
- August 12 – Hill and Larson confirmed availability; Morsek is tentative.
- August 26 – Larson confirmed availability; Hill and Morsek are tentative.
- September 30 – Hill and Larson confirmed availability; Morsek is tentative.
- October 21 – Hill and Larson confirmed availability; Morsek is tentative.
- October 28 – Larson confirmed availability; Parker, Hill, and Martinet are tentative; Morsek is unavailable.

Smith moved to approve Commission member attendance at the various outreach events; Larson seconded.

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

6. 2023 Site Visits – Argona, DePhelps, Hill, Martinet

Ten Agricultural Vendors have been added to the 2023 roster and require site visits per Market policies. In the event that Site Visit subcommittee members are unavailable, other Commission members may attend. Site Visits are projecting to be all-day (at least 8 hours) due to accommodate travel time. Lunch is provided.

Preliminary schedule is as follows:

- **Wed., May 17** – Browning Beef (Spangle, WA); Fancy Free Farms (Pullman, WA); Al's Foraging (Troy, ID)

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- **Wed., May 24** – Blue Wildrye Farm (Princeton, ID); Ugly Barn Flower Farm (Garfield, WA); Clearwater Ridge Wagyu (Clarkston, WA); Ee-li-ee-li-oo Ranch – location 1 (Clarkston, WA)
- **Fri., May 26** – Parlor by Bar46 (Culdesac, ID); Ee-li-ee-li-oo Ranch – location 2 (Culdesac, ID); Idaho Jams (Kooskia, ID)

PROPOSED ACTIONS: Assign subcommittee members to attend Site Visits, or take such other action deemed appropriate.

Argona and Hill presented to the Commission the intention of Site Visits for new Commission members. Any issues that arise during a Site Visit will be brought to the Commission. Vendors under review can continue coming to Market until a decision has been made, unless the issue is an obvious public health violation or concern. Argona went into details around each Vendor and what they have to offer. The Site Visit subcommittee is comprised of Hill, DePhelps, and Martinet. DePhelps will be attending all of the Site Visits, Hill will be unable to attend, and Martinet can attend some but not all. Additional Commission members were requested to attend in lieu of subcommittee members.

- May 17 – Morsek confirmed her availability; Alvarez indicated he may be available.
- May 24 – Morsek confirmed her availability; Alvarez and Parker are tentative.
- May 26 – Morsek confirmed her availability.

Smith moved to approve Commission member attendance on Site Visits; Alvarez seconded.

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

REPORTS

1. Community Events Manager report – Argona

Argona reported on the following for future consideration by the Commission:

- The use of solar power units or portable batteries as electricity options for Vendors.
- Copyright use and license on items at the Market.
- In-person attendance for Vendors who have been with the Market for 20+ seasons.

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- Classification of Vendors who are foraging and creating a value-added product.

Argona felt that several of the items are appropriate to address this fall with the Policies Subcommittee.

The Commission generally felt that solar powered units are acceptable alternatives to have in the Market.

In regards to the copyright and license use, Morsek had concerns about asking staff to enforce that issue. She suggested that including language in the Handbook that Vendors are to respect any cease and desist orders issued by such entities (i.e. Disney), rather than having staff investigate whether a Vendor should be using certain imagery or not..

Argona elaborated on her vision for an alternative Vendor Orientation for long-time Vendors, which may comprise of having them watch a video and answer questions. Vendors are still welcome to attend in-person, but she noted that every year they are reaching a standing room only capacity with the Orientation. Morsek is interested in staff exploring a specific orientation geared towards new Vendors.

Argona is concerned that she has misclassified a new Vendor and is interested in providing greater clarity to the Value-Added Agricultural Vendor definition. She indicated that further action may need to be taken if a misclassification was made, which will likely be determined at their Site Visit.

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.

- Strategic Plan update (July)
- WSFMA Conference report (July) – DePhelps, Lawrence

2. CANCELLED – Farmers Market Commission regular meeting June 3, 2023 at Moscow City Hall in Council Chambers. Next regular meeting Wed., July 5, 2023 to accommodate staff holiday schedule.

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Cancelled meeting is June 6 and not June 3.

Meeting adjourned at 5:25 pm.

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From: [Amanda Argona](#)
To: [Ee-li-Ee-li-Oo Ranch, LLC](#)
Subject: Site Visit
Date: Thursday, June 1, 2023 3:00:00 PM
Attachments: [image001.png](#)
[image004.png](#)

Dear Michelle,

Thank you to you and Kirby for taking the time to grant myself and members of the Farmers Market Commission a Site Visit of Ee-li-Ee-li-Oo Ranch's operation on Wed., May 24 and Fri., May 26.

There are concerns from the Site Visit subcommittee that Ee-li-Ee-li-Oo Ranch's production practices are not in alignment or compatible with our mission statement and core values.

The Moscow Farmers Market places a high and strong emphasis on sustainable and environmentally sound practices, which is cited in our Mission Statement (page 6), our "Information" Core Value (page 6), and the general definition of Agricultural Vendors (page 8). We provide a definition of Sustainable Practices on page 8 of the handbook, which has been adapted from the [USDA's definition](#).

As such, and per the Market Handbook, this issue will be brought forward to the Commission as a whole at their July monthly meeting on Wed., Jul. 5 at 4 pm, 206 E. Third Street, 2nd floor for a decision on Ee-li-Ee-li-Oo Ranch's ability to continue participating with our Market for the 2023 season. **Until this meeting takes place, Ee-li-Ee-li-Oo Ranch can continue to be granted space at and attend the Market, per Appendix 6, page xi.**

This issue will be an action item on the Commission's July agenda, and every effort will be made to maintain anonymity of your operation (i.e. avoiding the use of your ranch's name). You are also welcome to attend the meeting and address concerns brought forth by the Commission. Please note: these meetings are open to the public per Idaho State Code, but rarely have members of the public in attendance.

If you have any questions, please do not hesitate to reach out to me via email. If time allows on Saturday, I am also happy to address questions then, although the Market environment is not ideal due to competing responsibilities. As I have stated in the weekly emails, I will be on vacation beginning late on Sun., Jun. 4, but will have access to email during my two travel days. If I am unable to address any questions prior to my departure, I will prioritize responding post-vacation.

Best,
Amanda

Amanda Argona
Community Events Manager
Moscow Farmers Market | Community Events Division
Office | 221 E. Second Street, Moscow, ID 83843

Amanda Argona

From: Suzanne Johnson <suzanne.johnson.dittmer@gmail.com>
Sent: Wednesday, June 21, 2023 1:10 PM
To: Amanda Argona
Subject: Re: farm raised meat

CAUTION: This message originated from outside the City of Moscow's network. Exercise caution when clicking links or opening attachments. If in doubt, please contact Information Systems at extension 7004.

Thanks Amanda,

I took a look at the link to the Boise rules. Just so you know, when we purchase weaned piglets, they are about 2 months old. We grow them out to about 8 months of age, so they are with us for 75% of their lifespan.

We also purchase weaned steers. Steers are weaned at 7-9 months and we typically grow them out to 18-20 months of age. So they are with us about 60% of their lifetime.

It is in the best interest of the animal to wean at the appropriate time. Prolonging the time to processing hogs can lead to tougher, fattier, less desirable pork. We are still learning about the optimal processing time for beef cattle but are likely in the ballpark of the number of months until processing.

I'll be at the Kootenai County market during that Wednesday meeting, but Tim will plan on attending.

The only species we can confidently raise for 80%+ of their lifetime are the piglets that are born on our farm, and poultry (meat chickens and turkeys) that we purchase as day old chicks/poults.

Thanks!
Suzanne

On Wed, Jun 21, 2023 at 11:14 AM Amanda Argona <aargona@ci.moscow.id.us> wrote:

Hi Suzanne,

Thank you for this email! This discussion will be on the agenda for the Wed. Jul. 7 Commission meeting. I appreciate you sending over another Farmers Market's policy on this! Some of the Site Visit subcommittee members have also referenced the Boise Farmers Market's policy, which can be [found on page 7 of their Guidelines under Agricultural Product Guidelines](#). We will also likely be reaching out to our current Meat Vendors to better understand practices already in place.

We will send a calendar invite to you by the end of the week.

Best,

Amanda

Amanda Argona

Community Events Manager

Moscow Farmers Market | Community Events Division

Office | 221 E. Second Street, Moscow, ID 83843

Phone | 208.883.7132 Email | aargona@ci.moscow.id.us



From: Suzanne Johnson <suzanne.johnson.dittmer@gmail.com>

Sent: Saturday, June 17, 2023 4:51 PM

To: Amanda Argona <aargona@ci.moscow.id.us>

Subject: farm raised meat

CAUTION: This message originated from outside the City of Moscow's network. Exercise caution when clicking links or opening attachments. If in doubt, please contact Information Systems at extension 7004.

Hi Amanda,

Tim mentioned that the board is considering the length of time an animal is raised on a farm for it to be considered as raised by that farm. This definition that the Spokane Farmers Market uses may be helpful to the board: within a few days of hatching or shortly after weaning. It takes into account different species and describes well what those of us do who have small integrated farms and are not able to have established breeding programs for all of our species. Let us know when the board meeting occurs—we'd love to attend

Suzanne

SPOKANE FM

F. Booth clean-up:

Vendors are required to maintain their individual selling space in a clean and safe manner. They are also responsible for cleaning up their space of any debris at the closing of the market. The market does not have on-site garbage collection. Vendors who sell ready-to-eat products with disposable packaging should provide small trash receptacles.

G. Pricing:

Pricing of goods at the market is solely the responsibility of the individual vendor. However, vendors are not allowed to sell at below-cost (dumping), thus undercutting potential sales of other vendors. Vendors are expected to bring high quality products to the market.

H. Meat Requirements:

All meat products must be derived from animals raised on a farm operated by the seller. Animals must have been raised on the sellers farm from a period commencing shortly after hatching or weaning and remain on the sellers farm for the majority of their lives. To sell at the market, meat must be processed at a licensed processing facility.

I. Permits:

Vendors are personally responsible for acquiring all health and sales permits legally required for the sale of their unique products (breads, meats, eggs, processed foods, etc.) Required permits must be current and copies must be provided with application or upon request of the board.

J. Courtesy and Conduct:

Vendors and their representatives shall conduct themselves in a safe, courteous, and harmonious manner with customers and other vendors. Customers who have legitimate complaints about the quality of products they have purchased should be given a full refund or replacement by the vendor, if requested. Any vendor problems, questions or conflicts shall be referred to the on-site manager for resolution.

K. Pets:

Vendors will not be allowed to keep their pets within their selling area during the market.

L. No politics/religion:

The market is not a forum for political or religious activities.

M. Market manager authority:

The on-site market manager is authorized to interpret and enforce these rules. Violators shall be subject to dismissal from the market.

Category: Agriculture

Agricultural Vendors

1. Agricultural Vendors are market vendors that sell mostly raw or modified agricultural products that they grow from seed, cuttings or breeding stock. Special exceptions are granted for products that are personally, wild harvested by the market vendor (i.e. fish, wild game, foraged flora, fauna and fungi).
2. Agricultural vendors may sell specialty products, both food and non-food if the product is from raw ingredients grown on their farm.
3. Agricultural vendors may sell a limited amount of specialty products with raw ingredients they do not grow themselves with approval of Market Management.
 - a. Additional signage on these products will be required to identify the grower.
 - b. Market Management will determine if an agricultural vendor is more appropriately classified as a specialty product vendor based on the origin of the products that are sold.
4. Agricultural vendors must raise 100% of the agricultural products, available at their booth on a market day, on land they own or lease, unless otherwise indicated.
5. Agricultural vendors must provide information to the market, when requested by Market Management, pertaining to their farm's production capabilities.
6. All agricultural vendors will report on their application form any agricultural products purchased by their farm for the intent of resale or for which the potential of resale exists, and are subject to approval by Market Management.
 - a. Additional signage on these products will be required to identify the grower.

Agricultural Product Guidelines

1. Agricultural products at the market include fruits, vegetables, flowers, bedding plants, beef, poultry, fish, other animal proteins, seeds, grains, dry beans, plant proteins, nuts, foraged flora, fauna, fungi, eggs, milk, cheese, and bee products.
2. Bedding and landscape plants and flowers must be either propagated by the vendor from seed, cuttings, bulbs or plant divisions or have been substantially increased in value under the vendor's care.
3. Preference will be given to vendors who:
 - a. Raise livestock from birth to slaughter. All livestock must be owned and managed by the vendor for at least 80% of the normal lifespan of the animal.
 - b. Produce a substantial amount of feed on their operation
 - c. Purchase breeding stock or feed from other market vendors
4. Meat, egg and milk vendors must meet the current requirements of the USDA and ISDA and only sell their products in approved packaging.
5. Containers holding farm products that are typically eaten raw, like leafy greens, must never be set directly on the ground unless the container has no holes to admit dirt and contaminants.
6. We encourage all vendors to seek out containers that are recyclable according to the Curbit Recycling Guidelines of the City of Boise.