

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
February 6, 2024

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 9, 2024 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. 2024 Moscow Farmers Market Handbook revisions (ACTION ITEM)

The Policies Subcommittee held three meetings between Sep. 13 and Dec. 13 2023 to review revisions proposals to the 2024 Market Handbook. This subcommittee serves as the initial revisionists of the Handbook by suggesting and updating policies to ensure they align with Market operations. The Subcommittee reported on finalized proposed revisions to the Commission at the Jan. 9 meeting:

Vendors were notified of proposed changes via the following methods:

- Monthly email sent on Fri., Jan. 12
- 2024 Welcome Letter mailed out on Wed., Jan. 17
- Reminder email sent on Mon., Jan. 22

All notices included the date of Fri., Feb. 2 as the final date to provide feedback. Received emails were compiled for Commission review.

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
February 6, 2024

4:00 PM

Council Chambers
206 E. 3rd St.

PROPOSED ACTIONS: Accept revisions, or take such other action as deemed appropriate.

5. Commission Budget Request FY25 (ACTION ITEM)

The Commission is provided a budget line item each year. For fiscal year 2024, the Commission was granted \$3,500 to be primarily spent on educational opportunities for members. Below is a history of the Commission's budget and actuals.

- FY24 - \$3,500 budget; estimate 100%
- FY23 - \$2,500 budget; \$2,146.54 actuals (85%)
- FY22 - \$2,000 budget; \$1,391.80 actuals (70%)
- FY21 - \$1,620 budget; \$608.20 actuals (38%)
- FY20 - \$2,000 budget; \$1,364.11 actuals (68%)
- FY19 - \$500 budget; \$130 actuals (26%)
- FY18 - \$1,000 budget; \$47.80 actuals (4%)

PROPOSED ACTIONS: Accept and submit drafted FY25 budget request memo or take other action as deemed appropriate.

6. Commission Subcommittee assignments (ACTION ITEM)

The Commission has three regular subcommittees that conduct additional work outside of monthly meetings. The Commission has also expressed interest in creating a Commission onboarding process and 50th anniversary celebration. Special projects such as these may be conducted through the addition of new subcommittees, or may be conducted through regular monthly meetings with the entire Commission.

Attached are current subcommittees, assigned members, and the year they were assigned. Subcommittees are assigned no more than four Commission members to comply with Idaho Open Meeting Law.

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

REPORTS

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
February 6, 2024

4:00 PM

Council Chambers
206 E. 3rd St.

1. Community Events Manager report

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.

- **Selection of finalists' artwork for public voting (March action item)**
- **2024 Site Visits (March/April)**
- **2024 Poster Artwork submission and selection recap (April report)**
- **Future RMA schedule proposal**

2. Upcoming Deadlines and Meetings

- Wed., Feb. 21 – Poster artwork submissions due
- Wed., Feb. 23 – Registration closes for Craft & Food Jury 1
- Fri., Mar. 1 – Craft & Food Jury 1 held 9 am to 12 pm
- Fri., Mar. 1 – Registration closes for Craft & Food Jury 2
- Fri., Mar. 8 – Public voting opens for Market Poster artwork at 8 am
- Fri., Mar. 8 – Craft & Food Jury 2 held 9 am to 12 pm
- Mon., Mar. 11 – Registration closes for Craft & Food Jury 3
- Mon., Mar. 18 – Craft & Food Jury 3 held 3 pm to 6 pm
- Fri., Mar. 29 – Public voting closes for Market Poster artwork at 8 am
- Thu., Apr. 4 – Vendor Orientation

3. Farmers Market Commission regular meeting March 5, 2024 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
Chair

Laura Perrigo
Staff Liaison

~Minutes~

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

Tuesday, January 9, 2024

4:00 PM

**Haddock Building
504 S. Washington St.**

Meeting called to order at 4:10 pm.

WELCOME AND ATTENDANCE

MEMBERS: Jamie Hill (Chair), Phillip Blankenship, JT Manning, Gerardo Alvarez, Colette DePhelps, Samantha Martinet

ABSENT: Joshua Larson (Vice Chair), Kassie Smith, Jenny Parker

STAFF: Laura Perrigo (Administrative Assistant), Britany Luft (Engineering Administrative Assistant)

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.

Blankenship read the mission statement out loud.

2. Approval of Farmers Market Commission December 5, 2023 Minutes (ACTION ITEM)

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

Manning moved to approve the December minutes. DePhelps 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 address for the record and limit your remarks to three (3) minutes.

No public comment was made.

4. FY24 Farmers Market Commission budget (ACTION ITEM)

The Commission has been allocated \$3,500 which is to be spent before September 30, 2024. The majority of this budget is to be used for educational purposes, such as sending members to appropriate conferences, workshops, etc.

Conferences available for Commission member attendance include:

- Washington State Farmers Market Association, Feb. 23 – 24, Leavenworth, WA
 - WSFMA 2023 expenses for two Commission members totaled \$1,698.98.
- InTents Farmers Market Pros, Mar. 4 – 6, San Diego, CA
 - InTents 2022 expenses for one Commission member totaled \$1,214.98.

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

On behalf of Larson, Blankenship nominated Larson and himself to attend the WSFMA conference. Manning offered to attend as a backup if Larson or Blankenship became unavailable.. Due to conflicting work obligations, Martinet is not able to attend the WSFMA Conference, but is interested in attending the InTents Farmers Market Pros Conference. DePhelps expressed interest in the InTents Conference as well. DePhelps and Hill spoke about their past experiences at both conferences. The Commission agreed it would be better for two members to attend the conferences to bring more perspective and insight when reporting back to the Commission. DePhelps offered to cover her travel expenses that might not be covered by the Commission's budget line item. Staff members attending any conference will have their expenses covered by the Travel and Meetings and Professional Development budget line items.

DePhelps motioned for Blankenship and Larson to attend the WSFMA Conference with Manning as backup and Martinet and DePhelps to attend InTents Farmers Market Pros Conference with Hill as backup. Alvarez seconded the motion.

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

5. 2024 Poster Artwork Submission guidelines (ACTION ITEM)

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

The Commission began the discussion involving artists collaborating and how to navigate which artist is formally credited. Hill clarified to the Commission that all art submissions will be reviewed by staff for eligibility before being presented to the Commission for final selection. Staff will reach out to artists with any questions on use of medium or if a collaboration seems to be in effect. Martinet was agreeable with the current guidelines but feels the Commission and staff need to address the use of AI in artwork submissions. After some discussion, DePhelps suggested to add, “No AI computer generated artwork will be considered” to the submission guidelines.

DePhelps moved to accept the current guidelines with the added submission requirement stating “No AI computer generated artwork will be accepted.” Martinet seconded.

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

6. 2024 Craft & Food Juries (ACTION ITEM)

All juries will be held in the Great Room of the 1912 Center:

- **Fri., Mar. 1 and Fri., Mar. 8**
 - 9 am – Set-up begins
 - 9:50 am – Participants leave
 - 10 am to 11:30 am – Judging commences
 - 11:45 am – Participants return
 - 12 pm – Jury ends
- **Mon., Mar. 18**
 - 3 pm – Set-up begins
 - 3:50 pm – Participants leave
 - 4 pm to 5:30 pm – Judging commences
 - 5:45 pm – Participants return
 - 6 pm – Jury ends
- **Afternoon of Wed., Mar. 20 AND/OR Morning of Fri., Mar. 22 (*current Vendors only*)**

PROPOSED ACTIONS: Assign judging panel for each jury, or take such other action deemed appropriate.

Alvarez will be available for all jury dates. Martinet will be available for March 1 and 18 jury dates. Manning is interested in participating in the Craft & Food Juries. Hill and Blankenship offered to be backup judges for all the juries. The Commission agreed to review subcommittee assignments at the February meeting, and assign members accordingly.

DePhelps moved to accept the slate of members for judging as stated and to finalize primary and secondary judges based on subcommittee assignments. Martinet seconded.

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

REPORTS

1. Policies Subcommittee – DePhelps, Larson, Parker, and Riddle

No changes have been made to the proposed policies since the December meeting report. Commission is requesting a clean draft. Perrigo will email revisions to Commission.

ANNOUNCEMENTS

1. Proposed Items for Future Agendas

Commission members may email Cody Riddle (criddle@ci.moscow.id.us) and Laura Perrigo (lperrigo@ci.moscow.id.us) to propose future agenda items for discussion.

- **Proposed revisions to 2024 Handbook (February action item; presented to Council in March)**
- **2024 Subcommittee Assignments (February action item)**
- **FY25 Commission budget request (February action item)**
- **Selection of finalists' artwork for public voting (March action item)**
- **2024 Poster Artwork submission and selection recap (April report)**
- **2024 Site Visits (March)**
- **Future RMA schedule proposal**

2. Farmers Market Commission regular meeting February 6, 2024 at Moscow City Hall in Council Chambers

Martinet will not be in attendance at the February meeting and is requesting to stay on the Site Visit and Craft & Food Jury subcommittees.

ADJOURN

Meeting adjourned at 5:00 pm.

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



Proposed Revisions – Page 9

Agriculture Vendors

Vendors who participate in the planting, growing, cultivating, harvesting, production and/or management of crops, livestock and bees. Vendors shall demonstrate how their practices are hygienic, sustainable, align with regenerative principles, promote animal welfare and are supportive of environmental stewardship via a Site Visit.

Forager: Vendors who harvest wild-grown, non-cultivated food. Examples include but are not limited to mushrooms, berries, herbs, etc.

Livestock/Poultry: Vendors who raise animals where the majority of raw products sold are cuts of meat, milk, eggs, fiber, hides, etc. Animals must be under a Vendor's care and management for the majority of its lifespan (51% or greater) and finished by the Vendor.

Value-Added: Vendors who grow, produce, forage, and/or harvest raw ingredients that impart a distinct and predominate flavor or characteristic in their processed products. Vendor must manage land, ranch, or garden where such raw ingredients are sourced from or have permission and access to forage land for the collection of raw ingredients. Examples include but are not limited to harvesting fruit trees for jam, raising goats for goat's milk products, etc. The majority of a Vendor's products must meet the above parameters to be classified in this category. If a Vendor is unable to be the processor of their products, does not have complete oversight and ownership of the final product, or the majority of products do not meet the above parameters, then products are classified as Non-Agricultural and are subject to the jury process, unless required by law to use a third-party processor.

Deleted: ion

Deleted: or

Deleted: or management of

Deleted: are strongly encouraged to be

Deleted: and

Deleted: with their practices in the planting, growing, cultivating, harvesting, transporting, and offering of such items for sale.

Deleted: qualified, unaltered items from the

Deleted: Meat

Deleted: with the intent of selling

Deleted: those

Deleted: as

Deleted: "off the hoof" sales, and byproducts like

Deleted: supplies or

Deleted: for

Deleted: 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

Deleted: market

Deleted: items

Deleted: and/or

Deleted: items

Deleted:

Deleted: (i.e. meat products)

MOSCOW FARMERS MARKET COMMISSION



Propose Revisions – Page 23

Item 17. Annual Vendor Orientation

All Vendors are required to attend the mandatory annual Vendor Orientation meeting in-person prior to start of Market Season, at a date and time set by the Community Events Manager. Failure to attend will result in one of the following:

- 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.

Deleted: scenarios

An alternative to the in-person meeting is provided to Vendors who experience illness, emergency, or another unanticipated conflict that forces their absence. If a Vendor meets any of these parameters for missing the in-person meeting, then Vendor is subject to the following:

Deleted: If

- Vendor provides notice and/or request to the Community Events Manager.
- Vendor answers list of questions via email by a date and time set by the Community Events Manager demonstrating that they viewed the alternative meeting format.
- Vendors who fail to provide an email with answers by the set date and time are subject to the consequences as designated by Tier status.

Deleted: ,

Deleted: the

Deleted: must contact

Deleted: as soon as they are able

New Policy Proposals

Compliance with all applicable Laws and Regulations.

Vendors are to comply with all applicable federal, state and local laws and regulations, including U.S. copyright laws.

Use of licensed, trademarked, or registered characters or images.

In general, products featuring licensed, trademarked, and/or registered characters or images are not permitted for sale at the Market (i.e. Disney characters, professional sports team logos, other commercial entities, etc.).

2023-2024 Policy subcommittee

Jenny Parker, Produce Vendor Rep.
Josh Larson, At-Large Rep.
Colette DePhelps, UI Rep.



Memo

To: Bill Belknap, City Supervisor
Cc: Cody Riddle, Deputy City Supervisor
From: Amanda Argona, Community Events Manager
Date: January 30, 2024
Re: Farmers Market Commission budget request

The Farmers Market Commission guides the vision and values of the Moscow Farmers Market. It is the duty of the Commission to suggest ways to promote and improve the Market, propose and/or review Market policies, keep abreast of trends and opportunities for advancing Market interests, products, standards, and offerings, and to otherwise act in an advisory role to City Council. The Commission reports to City Council annually in September and advises City staff as needed. Commission members represent the various constituencies of the Market, including vendors, patrons, and downtown businesses.

The Commission requests \$5,500 for FY25. This year, two members are attending the Washington State Farmers Market Association conference in Leavenworth, WA from Feb. 22-24. Due to schedule conflicts and costs, only one member is attending the InTents Conference in San Diego, CA. The \$3,500 allocated to the Commission barely covers Commission member travel, lodging, and registration expenses. It is estimated at this time that partial per diem meal reimbursements will be available given the current budget line item amount. There was overwhelming interest for Commission members to have a presence at both conferences after reports from members who had attended those conferences in the past, and the value they gained in support of the Market. The requested increase reflects the desire to have at least two members attend the InTents Conference to leverage its offerings.

The primary use of the Commission's budget is to attend conferences and workshops that provide trends and insights affecting Farmers Markets. The secondary use is for the purchasing of outreach and promotional items for Commission member use in support of the Market.

MOSCOW FARMERS MARKET COMMISSION



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.

Management Structure

Market leadership is a collaboration of City of Moscow Staff and the Moscow Farmers Market Commission. City staff manages the operational and regulatory aspects of the Market while the Commission guides the vision and values of the market. It is the duty of the Commission to suggest ways to promote and improve the Farmers Market, propose and/or review Market policies, keep abreast of trends and opportunities for advancing Market interests, products, standards, and offerings, and to otherwise act in an advisory role to the Moscow City Council. The Commission provides annual reports to the City Council and advises City staff as needed. Commission members represent the various constituencies of the Market, including vendors, patrons, downtown businesses, etc. The Commission meets regularly to discuss Market concerns and create

The Commission meets regularly on the first Tuesday of the month from 4 to 5:30 p.m. in Council Chambers on the second floor of City Hall, 206 E. Third Street.

MOSCOW FARMERS MARKET COMMISSION



increased awareness of Market needs and opportunities to ensure sustainable and responsible management and growth.

Community Events Division Staff

Cody Riddle
Deputy City Supervisor

Amanda Argona
Community Events Manager

Laura Perrigo
Administrative Specialist

FARMERS MARKET COMMISSION MEMBERS

Vendor Representatives VACANT

Produce Vendor representative

Gerardo Alvarez
Specialty Food Vendor representative

Kassie Smith
Crafts Vendor representative

Community Representatives
Jamie Hill, Chair
At-large representative

JT Manning
At-large representative

Phillip Blankenship
At-large representative

Josh Larson, Vice Chair
At-large representative

Specialty Representatives
Colette DePhelps
*University of Idaho Extension
representative*

Samantha Martinet
*Moscow Chamber of Commerce +
Visitor Center representative*

City of Moscow

221 E Second Street, Moscow, ID
www.ci.moscow.id.us | 208.883.7132
farmersmarket@ci.moscow.id.us

Moscow Farmers Market

May through October
Saturdays | 8:00 a.m. to 1:00 p.m.
Main Street and Friendship Square



**MOSCOW
FARMERS
MARKET**
EST. 1976
growers | makers | performers

The Commission meets regularly on the first Tuesday of the month from 4 to 5:30 p.m. in Council Chambers on the second floor of City Hall, 206 E. Third Street.

MOSCOW FARMERS MARKET COMMISSION



Farmers Market Commission Subcommittees

Subcommittees meet outside of regularly scheduled Commission meetings to focus on specific aspects of the Moscow Farmers Market or pursue special projects to the Commission. Commission members may be asked to assist with a subcommittee they are not regularly assigned to on an as needed basis when requested by staff.

POLICIES SUBCOMMITTEE

- ~~Jenny Parker, assigned 2021~~
- Josh Larson, assigned 2022
- Colette DePhelps, assigned 2023

Serve as the initial revisionists of the Market Handbook. This subcommittee works with Market staff to suggest and update policies and ensure policies are in line with Market operations. Primarily active in the Fall and Winter.

CRAFT & FOOD JURY SUBCOMMITTEE

- Sam Martinet, assigned 2021
- Josh Larson, assigned 2022
- Gerardo Alvarez, assigned 2023
- Kassie Smith, assigned 2023

Serve as the primary judging panel for any scheduled Moscow Farmers Market Juries. This subcommittee reviews current jury standards and provides feedback and recommendations on the Market's jury process. Primarily active in the Winter and Spring.

SITE VISIT SUBCOMMITTEE

- Colette DePhelps, assigned 2019
- Jamie Hill, assigned 2019
- Sam Martinet, assigned 2022
- Gerardo Alvarez, assigned 2023

Serve as the primary visitors to Agricultural Vendor operations. This subcommittee assists to document farms, ranches, gardens, etc. for record keeping and to stay informed about the issues facing Agricultural Vendors, as well as to be able to attest that Vendors are the operators and owners of their business. Primarily active in the Spring and early Summer.

The Commission meets regularly on the first Tuesday of the month from 4 to 5:30 p.m. in Council Chambers on the second floor of City Hall, 206 E. Third Street.

MOSCOW FARMERS MARKET



BRANDING SUBCOMMITTEE (CURRENTLY INACTIVE)

- Jamie Hill, assigned 2019
- Sam Martinet, assigned 2021

A special project to ensure the identity of the Moscow Farmers Market is captured and protected through visual representation. This subcommittee will serve as the initial reviewers of a design tool kit that will contain design elements applicable to equipment, merchandise, and promotional items. As needed.

FEES SUBCOMMITTEE *(DISSOLVED OCTOBER 4, 2022)*

Serve as the initial reviewers of the current fee schedule. This subcommittee works with Market staff to assess fees on an annual basis, with the ultimate goal of working towards a comprehensive, multi-year fee plan that reflects an equitable structure. Primarily active in the Spring and early Summer.

The Commission meets regularly on the first Tuesday of the month from 4 to 5:30 p.m. in Council Chambers on the second floor of City Hall, 206 E. Third Street.



MOSCOW FARMERS MARKET COMMISSION



February 6, 2024 Manager Report

Jamie Hill
Chair

Joshua Larson
Vice chair

Phillip Blankenship
At-large member

Colette DePhelps
University of Idaho
representative

JT Manning
At-large member

Sam Martinet
Moscow Chamber of
Commerce + Visitor Center
representative

VACANT
Produce Vendor
representative

Gerardo Alvarez
Specialty Food Vendor
representative

Kassie Smith
Crafts Vendor representative

Amanda Argona
Staff Liaison

Julia Parker
Council Liaison

Community Events Division
Moscow Farmers Market
221 East 2nd Street
P.O. Box 9203
Moscow ID 83843
Phone (208) 883-7132
www.ci.moscow.id.us/197/Farmers-Market

- Franchise businesses
- 4th St. cul-de-sac spaces

- Citizen Survey
- Product additions

1. Value-added requirements
(re: Johnson's Heritage Farmstead)
2. Jury requirements
(re: Sisters Cookies Co.)

- Vendor Roster

Confirmed turnover

1. Omache Farm (Ag)
2. Undertones (Ag)
3. Gypsy Gems (Craft)
4. Magpie (Craft)
5. Yinghua Chinese Calligraphy (Craft)
6. Cheers Bakery (Food)

Unconfirmed/potential turnover

1. Big Canyon Beef (Ag)
2. Cap & Stem Fungi (Ag)
3. Ee-li-Ee-li-Oo Ranch (Ag)
4. Healthy Harvest Gardens (Ag)
5. reMARKable Farms (Ag)
6. Wilson Banner Ranch (Ag)
7. Bagabond (Craft)
8. Compass Moon Creations (Craft)
9. Loving Oakley (Craft)
10. The Little Shop of Serendipity (Craft)

Current 2024 Roster, 155 Vendors

1. (61) Agricultural
(3) Apiarist
(1) Forager
(31) Fresh Produce/Nursery
(16) Livestock
(10) Value-Added

2. (65) Artisan/Craft

3. (29) Prepared/Processed Food

2023

- 82% of space occupied by 62, Tier 3 Vendors
- 19% of space available for 87 Vendors

2024 (projections)

- 78% of space occupied by 66, Tier 3 Vendors
- 22% of space available for 85+ Vendors



MOSCOW FARMERS MARKET COMMISSION



February 6, 2024 Manager Report

Jamie Hill
Chair

Joshua Larson
Vice chair

Phillip Blankenship
At-large member

Colette DePhelps
University of Idaho
representative

JT Manning
At-large member

Sam Martinet
Moscow Chamber of
Commerce + Visitor Center
representative

VACANT
Produce Vendor
representative

Gerardo Alvarez
Specialty Food Vendor
representative

Kassie Smith
Crafts Vendor representative

Amanda Argona
Staff Liaison

Julia Parker
Council Liaison

Community Events Division
Moscow Farmers Market
221 East 2nd Street
P.O. Box 9203
Moscow ID 83843
Phone (208) 883-7132
www.ci.moscow.id.us/197/Farmers-Market

2023	# OF VENDORS	AG	CRAFT	FOOD	%		Total
	Tier 3	24	19	19	42%		42%
	Tier 2	18	29	10	38%		58%
	Tier 1	10	15	0	17%		
	Eligible, no attendance	3	2	0	3%		
	# OF SPACES	AG	CRAFT	FOOD	Occu pied	Availa ble	Total
	Tier 3	38.5	20	23	81.5	18.5	100
		39%	43%		82%	19%	
	Tier 2	18.5	27.5	9.5			
	Tier 1	10	14	0			
	Assigning space to meet core values (minimum #)	12.5	3	3			
51		23	26				
51%		49%					

2024	# OF VENDORS	AG	CRAFT	FOOD	%		Total
	Tier 3	28	19	19	43%		43%
	Tier 2	14	26	10	32%		57%
	Tier 1	9	15	0	15%		
	Eligible, Tier	10	5	0	10%		
	# OF SPACES	AG	CRAFT	FOOD	Occu pied	Availa ble	Total
	Tier 3	42.5	20	23	85.5	24.5	110
		39%	39%		78%	22%	
	Tier 2	14.5	24.5	9.5			
	Tier 1	9.5	14	0			
	Assigning space to meet core values (minimum #)	12.5	6	6			
55		26	29				
50%		50%					

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
ART	Art By Julene	Mixed media	LATAH
	Barefoot Canvas	Mixed media	
	Kieran Dark Arts	Mixed media	
	Raven Hammer Studio	Mixed media; Journals	
	Inkpawz Art	Mixed media; Plushies; Textiles	
	Color & Gold LLC	Illustration; Jewelry	
	Marie's Art	Paintings	
	MaryAnn's Paint	Paintings	
	Rocks of Life	Paintings	
	Meg Art 907	Block printing	WHITMAN
	Sonyalogy	Mixed media	
	Jeff Camden Art	Illustration	NEZ PERCE
	Blue Sky Mondays	Paintings; Clay; Jewelry	
BAGS	Kate Creates LLC	Textiles	LATAH
	Pink Sweetie	Textiles	
	Heather's Farm	Upcycled	
	Bagabond	Textiles	IDAHO
CANDLES	Midsummer Beeswax Goods	Beeswax	LATAH
	Wax & Wix	Soy	LATAH
	Windy Acres Candles	Soy	ASOTIN

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
CERAMICS/CLAY	KSmith Ceramics	Assorted dishware	LATAH
	Paradise Creek Pottery	Assorted dishware	
	Abundance of Joy	Assorted miniatures	WHITMAN
	Freeman Creek Originals	Figurines; Jewelry	NEZ PERCE
	Peter Glarborg	Assorted dishware	SPOKANE
	Eclectic Wonders	Jewelry	
ENGRAVINGS	Wright's Engraving	Custom engravings	LATAH
GLASS	Gypsy Gems	Stained	LATAH
	Stuart Scott Stained Glass	Votives	
	Artsy Old Windows	Mosaics	WHITMAN

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
HOME DÉCOR	Hasty Faun	Tufted rugs; wood signs; jewelry	NEZ PERCE
	Oak & Ewe	Upcycled signs; cards; plushies; hats	
JEWELRY	Alchemystic Apothecary	Pressed and dried materials	LATAH
	Bess Blakey Design	Metal and stoneware	
	DenHaven	Lapidary	
	magpie	Upcycled cutlery	
	Classic Creations	Assorted	WHITMAN
	Spoonfoolery	Upcycled cutlery	
PAPER	badpoodles handmade cards	Greeting cards	LATAH
	Wild Goose Chase Crafts	Storybooks, greeting cards; textiles	
PETS	Peg's Pup Treats	Treats	LATAH
	Loving Oakley	Textiles	WHITMAN

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
PHOTOGRAPHY	Bird In The Hand Photography	Canvases, matted prints; paintings	LATAH
	TACOM Photography	Photo sessions, frames; macramé	
	Tyler Horton Photography	Photo cards, canvases, matted prints, etc.	
	Jane Loughney Photography	Photo cards, matted prints; textiles	WHITMAN
	Alison Meyer Photography	Photo cards, canvases, matted prints, etc.	BENEWAH
SKINCARE	Johnson's Heritage Farmstead	Soaps, lip balms	LATAH
	Mon Cheri Soapery	Soaps	
	Sumptuous Soaps	Soaps	WHITMAN
	Broken Compass	Lotions, scrubs; seasonings	NEZ PERCE

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
TEXTILES	ZB Leather	Leather	LATAH
	Bumblybee Co	Plushies	
	Lil Monsters Plushies	Plushies	WHITMAN
	Coyote Custom Art	Batik	
	Nelda's Sewing & Crafts	Blankets, handtowels, children/doll's clothing; Jewelry; Baked goods (quick breads); Jams	
	The threaded temple	Macrame	BENEWAH
	Traditional Hand Craft	Children's coats	
	Hazel Element	Hair and clothing accessories	SHOSHONE
WOOD	Nature Sticks	Walking sticks and racks	LATAH
	Proctor, Lunstrum & Zimmerman Furniture Co.	Furniture, cutting boards, etc.	
	Selah Home and Kitchen	Spoons, cutting boards, etc.	
	Hookset Woodworking LLC	Flyfishing nets	WHITMAN
	J Lewis Payne	Furniture, cutting boards, etc.	BENEWAH
	Nature's Hair Claws	Hair accessories	

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
BAKED GOODS	Blackbird Treats	Bread, cookies, muffins, scones, etc.	LATAH
	Buy The Dozen	Mini-donuts	
	Cheers Bakery	Cupcakes	
	FIKA Artisan Pastries	Bars, pastries, pies, etc.	
	Katie's Bakehouse	Bread, granola, muffins, etc. (Allergen-friendly)	
	Sisters Cookies Company	Cookies	
	Storybook Baking Co.	Bread, granola, scones, etc.	
	Taylormade Kitchen	Cookies, muffins, scones, etc.; Jams; Soup mixes	
	The Clamarous Cicada	Bars, cakes, cookies, pastries, etc.	
	Wheatberry Mills	Bread, granola, pastries, etc.; Flour	
	La Patisserie	Bars, cakes, pastries, quiche, etc. (French-Tunisian)	WHITMAN
	Crow Bench Farm	Bread	CLEARWATER

MOSCOW FARMERS MARKET

growers | makers | performers **EST. 1976**

	VENDOR	PRODUCTS	COUNTY
BEVERAGES	Camas Prairie Winery	Wine	LATAH
	Clearwater Roasting Company	Coffee	
	Love's Kombucha	Kombucha	
	Palouse Juice	Juices and Smoothies	
	Get to Squeeze'n Lemonade	Lemonade	CLEARWATER
	Infuse & Booze	Infusion kits	NEZ PERCE
HOT/PREPARED FOODS	Humble Burger	Hamburgers	LATAH
	Ladybug Creations	Crepes; Textiles	
	Patty's Kitchen	Mexican	
	Roll Out Foods	Sushi	
	Rotary Club of Moscow	Kettle corn	
	The Battleground	Sandwiches	
	The Smoke Ring	BBQ	
	Larissa's Apron	S. Indian	WHITMAN
	The Peddling Pigeon	Flatbread sandwiches	WHITMAN
	Mariana's Tamales	Mexican	ASOTIN
PACKAGED FOODS	Hottest Life Foods	Hot sauce	LATAH
	C&G Gourmet Goods	Packaged food (pasta, salads, etc.)	WHITMAN

Dear Farmers Market Commission,

Regarding the proposed changes in the manual for agricultural vendors, which reads as follows:

Vendors shall demonstrate how their practices are hygienic, sustainable, align with regenerative principles, promote animal welfare and are supportive of environmental stewardship via a Site Visit.

Firstly, there is no clear consensus in the scientific community on what the term regenerative agriculture means, especially since metrics of environmental sustainability vary so much by each operation.

Often start-up farms are quite messy and disorganized, and approximately 95% of farm start-ups fail. In 2021, my farm startup had the dubious distinction of both failing a site visit and for most intents and purposes *actually failing*. In 2022 and 2023, I sold very little at the farmers market. At the time I failed the site visit, I was dealing with the drought of 2021, which was the worst drought in decades, and I had 80% yield losses in the field. Failing the site visit and the drought meant that my farm came within 200 dollars of not being able to pay the mortgage. Although I was only shut down for a couple of weeks, I had hundreds of dollars in losses from not being able to sell produce at the market.

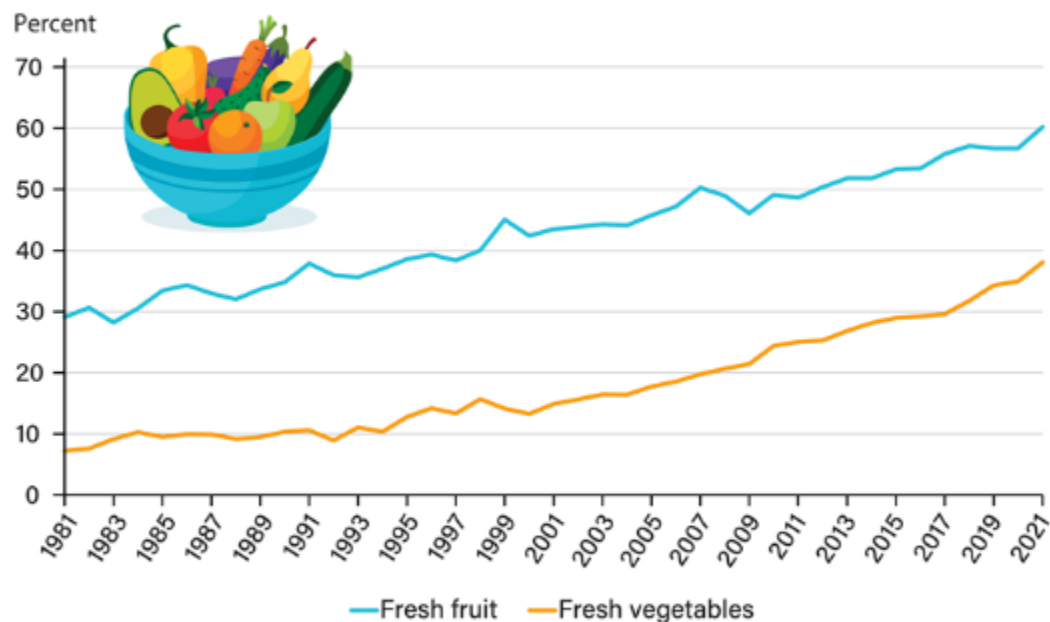
I have mostly recovered from the drought of 2021, and I look forward to being a tier 2 or 3 vendor at the market this year if things go well. I composted 2 tons of material in the past few months, applied hundreds of pounds of biochar, and I planted two acres of multi-species cover crops on my land last fall. Most people would say that I am farming regeneratively. However, I do not currently have the required farming equipment to grow crops completely organically, which is how some people define regenerative agriculture. In many cases, beginning farmers do not have the equipment and resources to grow crops in a highly environmentally friendly fashion or practice regenerative practices. If this language is adopted, I recommend a compassionate and understanding approach should be adopted toward any vendors affected, especially start-up farmers.

P.S. Approximately 60% of fruits and 38% of vegetables are now produced outside of the US (see chart). I do hope that we won't outsource *all* of our food production in the future.

Imports as a share of U.S. fresh fruit and vegetable availability, 2007-21



Economic Research Service
U.S. DEPARTMENT OF AGRICULTURE



Note: Availability is calculated as production minus exports plus imports and is measured in terms of volume. The calculation for fresh vegetables excludes potatoes, sweet potatoes, and mushrooms.

Source: USDA, Economic Research Service (ERS) Fruit and Tree Nuts Yearbook Data and Vegetables and Pulses Yearbook Data.

From: [Texas Ridge](#)
To: [Amanda Argona](#); [farmersmarket](#)
Cc: [Colette DePhelps](#); [Jamie Hill](#); [Josh Larson](#); [JT Manning](#); [Julia Parker](#); [Phillip Blankenship](#); [Sam Martinet](#); [Cody Riddle](#)
Subject: Re: REMINDER-Feedback due this Fri., Feb. 2
Date: Wednesday, January 31, 2024 1:56:22 PM
Attachments: [image001.png](#)
[image004.png](#)

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.

Hello all,

This is my feedback regarding the proposed changes to the Farmers Market Handbook.

Agricultural Vendors: Omit the phrase "align with regenerative principles".

Reason: Regenerative principles are loosely defined and management practices within this framework vary widely depending on environment and resources. These principles are not well understood or implemented by most producers, even ones with high standard of care for their animals. One of two outcomes is likely, either the pool of potential vendors becomes too narrow to serve the market well, or the Farmers Market Commission members and staff will be required to establish a concrete set of management practices deemed "regenerative principles" by which to evaluate each claim, which leaves little room for producers to innovate or grow their implementation or application of true regenerative principles.

I support simply changing the rule to read, "Vendors shall demonstrate how their practices are hygienic, sustainable, promote animal welfare and are supportive of environmental stewardship via a Site Visit." This wording should be sufficient to clarify what is expected by producers in terms of their management without overburdening the Commission or unnecessarily limiting the market.

Value Added: There's a typo "...ingredients are sourced **form** or have permission..." Should read **from**.

I agree with the adoption of the other changes proposed.

Thank you,

Erika Sattler

Texas Ridge LLC

208-827-3363

[web](#) | [facebook](#) | [instagram](#)

"Everything good grows here."

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

Sent: Tuesday, January 30, 2024 11:10 AM

To: farmersmarket <farmersmarket@ci.moscow.id.us>

Cc: Colette DePhelps <cdephelps@uidaho.edu>; Jamie Hill <jamie.hill@lightcast.io>; Josh Larson <josh@colterscreek.com>; JT Manning <jtmanningre@gmail.com>; Julia Parker <jparker@ci.moscow.id.us>; Phillip Blankenship <phil.blankenship@lightcast.io>; Sam Martinet <director@moscowchamber.com>; Cody Riddle <criddle@ci.moscow.id.us>

Subject: REMINDER-Feedback due this Fri., Feb. 2

Howdy Vendors,

This is a reminder that feedback is due on the proposed changes to the 2024 Handbook by this Fri., Feb. 2 for Farmers Market Commission consideration.

The Commission will take action on proposed changes during their monthly meeting at 4 pm, Tue., Feb. 6 in City Hall Council Chambers. These meetings are open to the public and Vendors are always welcome (and encouraged) to attend. Once action is taken, staff will draft the 2024 Handbook for review by the Legal Department, and then present to the Administrative Committee and City Council, respectively.

A series of reminders were sent via the following:

- Monthly email sent on Fri., Jan. 12
- 2024 Welcome Letter mailed out on Wed., Jan. 17 (for the majority of Vendors)
- Reminder email sent on Mon., Jan. 22

As always, if there are any questions about proposed changes, or this annual process, please do not hesitate to reach out.

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: [Texas Ridge](#)
To: [Laura Perrigo](#); [Amanda Argona](#); [farmersmarket](#)
Cc: [Colette DePhelps](#); [Jamie Hill](#); [Josh Larson](#); [JT Manning](#); [Julia Parker](#); [Phillip Blankenship](#); [Sam Martinet](#); [Cody Riddle](#)
Subject: Re: REMINDER-Feedback due this Fri., Feb. 2
Date: Wednesday, January 31, 2024 5:12:38 PM
Attachments: [Outlook-oz1ersuf.png](#)
[Outlook-t31sfi4b.png](#)
[Outlook-City of Mo.png](#)
[Outlook-azme3mc1.png](#)

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! I want to add one more thought about the proposed rule changes. As a producer and agricultural vendor at the market, I'm much more concerned about transparency in production processes than I am in the practices themselves. I don't believe everyone needs to grow meat or vegetables the same way, but there shouldn't be any deception or concealment about the management practices being employed by each vendor. Customers need to know what they're getting and how it was grown.

It should be up to the producer to select the best management practices they can for their farm and business, and to market them with transparency to an audience that shares their priorities. It's up to the Market Commission and Staff to verify that each vendor is accurately representing their production practices, which is the point of the Site Visit.

Thanks again for soliciting feedback. I'm eager to hear what gets decided on Feb 6.

Erika Sattler

Texas Ridge LLC

208-827-3363

[web](#) | [facebook](#) | [instagram](#)

"Everything good grows here."

From: Laura Perrigo <lperrigo@ci.moscow.id.us>
Sent: Wednesday, January 31, 2024 2:57 PM
To: Texas Ridge <texasridge@hotmail.com>; Amanda Argona <aargona@ci.moscow.id.us>; farmersmarket <farmersmarket@ci.moscow.id.us>
Cc: Colette DePhelps <cdephelps@uidaho.edu>; Jamie Hill <jamie.hill@lightcast.io>; Josh Larson <josh@colterscreek.com>; JT Manning <jtmanningre@gmail.com>; Julia Parker <jparker@ci.moscow.id.us>; Phillip Blankenship <phil.blankenship@lightcast.io>; Sam Martinet <director@moscowchamber.com>; Cody Riddle <criddle@ci.moscow.id.us>

Subject: RE: REMINDER-Feedback due this Fri., Feb. 2

Hi Erika,

Thank you for your feedback. We will present it to the Farmers Market Commission for consideration at the February 6 Commission meeting.

Laura Perrigo
Administrative Specialist
Moscow Farmers Market | Community Events Division
Office | 221 E. Second Street, Moscow, ID 83843
Phone | 208-883-7000 Ext. 7233 Email | lperrigo@ci.moscow.id.us



From: Texas Ridge <texasridge@hotmail.com>
Sent: Wednesday, January 31, 2024 1:56 PM
To: Amanda Argona <aargona@ci.moscow.id.us>; farmersmarket <farmersmarket@ci.moscow.id.us>
Cc: Colette DePhelps <cdephelps@uidaho.edu>; Jamie Hill <jamie.hill@lightcast.io>; Josh Larson <josh@colterscreek.com>; JT Manning <jtmanningre@gmail.com>; Julia Parker <jparker@ci.moscow.id.us>; Phillip Blankenship <phil.blankenship@lightcast.io>; Sam Martinet <director@moscowchamber.com>; Cody Riddle <criddle@ci.moscow.id.us>
Subject: Re: REMINDER-Feedback due this Fri., Feb. 2

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.

Hello all,

This is my feedback regarding the proposed changes to the Farmers Market Handbook.

Agricultural Vendors: Omit the phrase "align with regenerative principles".

Reason: Regenerative principles are loosely defined and management practices within this framework vary widely depending on environment and resources. These principles are not well understood or implemented by most producers, even ones

with high standard of care for their animals. One of two outcomes is likely, either the pool of potential vendors becomes too narrow to serve the market well, or the Farmers Market Commission members and staff will be required to establish a concrete set of management practices deemed "regenerative principles" by which to evaluate each claim, which leaves little room for producers to innovate or grow their implementation or application of true regenerative principles.

I support simply changing the rule to read, "Vendors shall demonstrate how their practices are hygienic, sustainable, promote animal welfare and are supportive of environmental stewardship via a Site Visit." This wording should be sufficient to clarify what is expected by producers in terms of their management without overburdening the Commission or unnecessarily limiting the market.

Value Added: There's a typo "...ingredients are sourced **form** or have permission..." Should read **from**.

I agree with the adoption of the other changes proposed.

Thank you,

Erika Sattler

Texas Ridge LLC

208-827-3363

[web](#) | [facebook](#) | [instagram](#)

"Everything good grows here."

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

Sent: Tuesday, January 30, 2024 11:10 AM

To: farmersmarket <farmersmarket@ci.moscow.id.us>

Cc: Colette DePhelps <cdephelps@uidaho.edu>; Jamie Hill <jamie.hill@lightcast.io>; Josh Larson <josh@colterscreek.com>; JT Manning <jtmanningre@gmail.com>; Julia Parker <jparker@ci.moscow.id.us>; Phillip Blankenship <phil.blankenship@lightcast.io>; Sam Martinet <director@moscowchamber.com>; Cody Riddle <criddle@ci.moscow.id.us>

Subject: REMINDER-Feedback due this Fri., Feb. 2

Howdy Vendors,

This is a reminder that feedback is due on the proposed changes to the 2024 Handbook by this Fri., Feb. 2 for Farmers Market Commission consideration.

The Commission will take action on proposed changes during their monthly

meeting at 4 pm, Tue., Feb. 6 in City Hall Council Chambers. These meetings are open to the public and Vendors are always welcome (and encouraged) to attend. Once action is taken, staff will draft the 2024 Handbook for review by the Legal Department, and then present to the Administrative Committee and City Council, respectively.

A series of reminders were sent via the following:

- Monthly email sent on Fri., Jan. 12
- 2024 Welcome Letter mailed out on Wed., Jan. 17 (for the majority of Vendors)
- Reminder email sent on Mon., Jan. 22

As always, if there are any questions about proposed changes, or this annual process, please do not hesitate to reach out.

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

