

Dear Pittsburg Farmers' Market Vendors,

Thank you for your commitment to providing healthy, fresh food to our community during these challenging times. Governor Kelly has deemed Farmers' Markets an essential function and, thus, are exempt from the stay-at-home order. We appreciate the effort you put into your work and recognize the important role it plays in our local food system. The market board and City of Pittsburg is working to make this season a successful one for you and our community. Our first priority is the health and safety of our vendors and community members.

### **Market Operations: Opening day is Saturday, May 9<sup>th</sup>, 8:00 A.M.**

- **ONLY food and food products** will be allowed for sale at this time.
- **We are asking that all vendors and customers wear face coverings as recommended by the CDC.** <https://www.cdc.gov/coronavirus/2019-ncov/downloads/DIY-cloth-face-covering-instructions.pdf>
- It is ideal to have 2 people at each booth if possible. One to handle the food, the other to handle the money.
  - If possible-use touch free transactions for credit/debit cards. We will encourage customers to plan ahead for touch free payment.
  - Have a container for cash/check/token customers.
    - For cash customers—we recommend rounding up all totals to a round dollar amount AND encourage customers to make their own change if necessary.
    - Advertise prices in social media posts to help customers plan ahead.
- We have even more limited staff than usual. So please pitch in as you are able. Some people who usually step up are in the very high-risk health category. They are encouraged to be vigilant about health and safety measures to protect themselves and to make that their priority and their contribution to the market.

### **Modifications to the market due to COVID-19:**

- 20 customers are allowed to shop at a given time
- **No handling of vendor products by the consumer**; the consumer will indicate which products they want and the vendor will bag those items and then place on table for customer to pick up
- Paper bags are preferred. Plastic bags should be new (no reuse at this time); consumers will be discouraged from bringing reusable shopping bags.
- Social distancing of 6 foot or more will be maintained. See attached layout.
- Vendor tables will be spread out to meet guidelines-**Please bring a table that separates you from the customers**. There should be a table between you and the customer.
- Consumer queue lines will be marked to maintain distancing.
- Consumers will be discouraged from visiting and interacting with people outside their home sheltering circle.
- Customers will be encouraged to make their purchases and depart the market as quickly as possible
- No sampling, music events, kids' days etc. will be allowed until further notice.

### **Sanitizing:**

- The market will provide hand washing stations. Feel free to bring one for your use.  
Directions-- [Build a Handwashing Station](#)
- Please follow recommended hand washing methods  
<https://www.cdc.gov/handwashing/when-how-handwashing.html>
- NO TABLECLOTHS allowed. We know... our tables don't look perfect either, but this makes for better sanitization process. Safety is our goal.
- Each vendor will be provided a bottle of bleach sanitizing spray and will be asked to wipe down surfaces frequently with a simple bleach solution from the CDC--  
5 tablespoons (1/3 cup) bleach per gallon of water or 4 teaspoons bleach per quart of water

### **Senior Farmers' Market Nutrition Voucher Program:**

Farmer vendors who have participated in the program in past years must review the rules and regulations on their own, and testify in their yearly application that they have done so. They do not need to attend in-person or online live trainings, but can if they like. They are also welcome to review the prerecorded farmer vendor online training:

<https://www.gotostage.com/channel/2584f693962f438bb17538857c2d8f8e/recording/020461cd7d4d4ca284b551034d949b08/watch>.

If you didn't participate last year, but would like to this year, you must participate in one of the two scheduled live farmer vendor online trainings:

April 24, 12-1 pm: <https://attendee.gotowebinar.com/rt/3733109561281998605>

We are looking forward to seeing you all and having a great market season! Please reach out to a board member or Kim Vogel, [kim.vogel@pittks.org](mailto:kim.vogel@pittks.org), (620) 231-8310 with any questions or comments.

Sincerely,

Pittsburg Farmers' Market Board